



2075 Woodside Road | Redwood City, CA 94061
(650) 260-0005 | peninsulacleanenergy.com

**Regular Meeting of the Board of Directors of the
Peninsula Clean Energy Authority (PCEA)
AGENDA**

**Thursday, December 19, 2024
6:30 pm**

PLEASE NOTE: This meeting will be held in a hybrid format with both in-person and Zoom participation options for members of the public; Board members shall appear in person.

In-Person Meeting Locations:

PCEA Lobby, **2075 Woodside Road, Redwood City, CA 94061**
Los Banos City Hall, Conference Room A, **520 J Street, Los Banos, CA 93635**

Zoom, Virtual Meeting Link:

Meeting ID: 874-9664-9657 Passcode: 2075 Phone: +1 (669) 444-9171

This meeting of the Board of Directors will be held at the Peninsula Clean Energy Lobby: 2075 Woodside Road, Redwood City, CA 94061 and Los Banos City Hall, Conference Room A, 520 J Street, Los Banos, CA 93635 and by teleconference pursuant to California Assembly Bill 2449 and the Ralph M. Brown Act, CA Gov't Code. Section 54950, et seq. **Members of the Board are expected to attend the meeting in person** and should reach out to Assistant General Counsel for Peninsula Clean Energy, Jennifer Stalzer, with questions or accommodation information (jstalzer@smcgov.org). For information regarding how to participate in the meeting remotely, please refer to the instructions at the end of the agenda. In addition, a video broadcast of the meeting can be viewed at <https://www.peninsulacleanenergy.com/board-of-directors> following the meeting.

Public Participation

The PCEA Board meeting may be accessed through Zoom online at <https://pencleanenergy.zoom.us/j/87496649657>. The webinar ID is: 874-9664-9657 and the passcode is 2075. The meeting may also be accessed via telephone by dialing +1(669) 444-9171. Enter the webinar ID: 874-9664-9657, then press #. (Find your local number: <https://pencleanenergy.zoom.us/u/kTIH1Ocod>). Peninsula Clean Energy uses best efforts to ensure audio and visual clarity and connectivity. However, it cannot guarantee the connection quality.

Members of the public can also attend this meeting physically at the **Peninsula Clean Energy Lobby** at 2075 Woodside Road, Redwood City, CA 94061 or **Los Banos City Hall**, Conference Room A, 520 J Street, Los Banos, CA 93635.

Written public comments may be emailed to PCEA Board Clerk, Nelly Wogberg (nwogberg@peninsulacleanenergy.com) and such written comments should indicate the specific agenda item on which the member of the public is commenting.

Spoken public comments will be accepted during the meeting in the Board Room(s) or remotely through Zoom at the option of the speaker. Please use the "Raise Your Hand" function in the Zoom platform, or

press *6 if you phoned into the meeting, to indicate that you would like to provide comment.

Please note that Peninsula Clean Energy Board of Directors meetings are a limited public forum, and all public comment must relate to something that is within the subject matter jurisdiction of the Board. If comments do not relate to the subject matter jurisdiction of the Board, we will stop the comment and move on to the next speaker. General Counsel will assist in identifying comments that are not related to the subject matter jurisdiction of the Board.

ADA Requests

Individuals who require special assistance or a disability related modification or accommodation to participate in this meeting, or who have a disability and wish to request an alternative format for the meeting, should contact Nelly Wogberg, Board Clerk, by 10:00 a.m. on the day before the meeting at (nwogberg@peninsulacleanenergy.com). Notification in advance of the meeting will enable PCEA to make reasonable arrangements to ensure accessibility to this meeting, the materials related to it, and your ability to comment.

Closed Captioning is available for all PCEA Board meetings. While watching the video broadcast in Zoom, please enable captioning.

CALL TO ORDER / ROLL CALL / APPROVE TELECONFERENCE PARTICIPATION UNDER AB 2449

This item is reserved to approve teleconference participation request for this meeting by Director pursuant to Brown Act revisions of AB 2449 due to an emergency circumstance to be briefly described.

PUBLIC COMMENT

This item is reserved for persons wishing to address the Board on any PCEA-related matters that are not otherwise on this meeting agenda. Public comments on matters listed on the agenda shall be heard at the time the matter is called. Members of the public who wish to address the Committee are customarily limited to two minutes per speaker. The Board Chair may increase or decrease the time allotted to each speaker.

ACTION TO SET AGENDA AND TO APPROVE CONSENT AGENDA ITEMS

1. [Approval of 6 EV Ready Program Fund Reservation Agreements, Providing Approximately \\$377,000 in Customer Incentives](#)
2. [Approval of Revisions to the Disadvantaged Communities Green Tariff and Community Solar Green Tariff Tariff Sheets](#)
3. [Approval of Minutes from the November 21, 2024 Board of Directors Meeting](#)

REGULAR AGENDA

4. Chair Report (Discussion)
5. [CEO Report \(Discussion\)](#)
6. CAC Report (Discussion)
7. [Enhancing Customer Experience: Launching Integrated Support for Clean Energy and Electrification Journeys \(Discussion\)](#)
8. [Approval of Contract Amendment with IDLab Global for Brand and Marketing Services in an Amount Not-To-Exceed \\$975,575 \(Action\)](#)

INFORMATIONAL REPORTS

9. [Account Services Quarterly Update](#)
10. [Data and Technology Department Quarterly Report](#)
11. [Report on California Community Power \(CCP\) Joint Powers Authority](#)
12. [Acronym List](#)

ADJOURNMENT

Public records that relate to any item on the open session agenda are available for public inspection. The records are available at the Peninsula Clean Energy offices or on PCEA Website at: <https://www.peninsulacleanenergy.com>.

Instructions for Joining a Zoom Meeting via Computer or Phone

Best Practices:

- Please mute your microphone when you are not speaking to minimize audio feedback
- If possible, utilize headphones or ear buds to minimize audio feedback
- If participating via videoconference, audio quality is often better if you use the dial-in option (option 2 below) rather than your computer audio

Options for Joining

- Videoconference with Computer Audio - see Option 1 below
- Videoconference with Phone Call Audio - see Option 2 below
- Calling in via Telephone/Landline - see Option 3 below

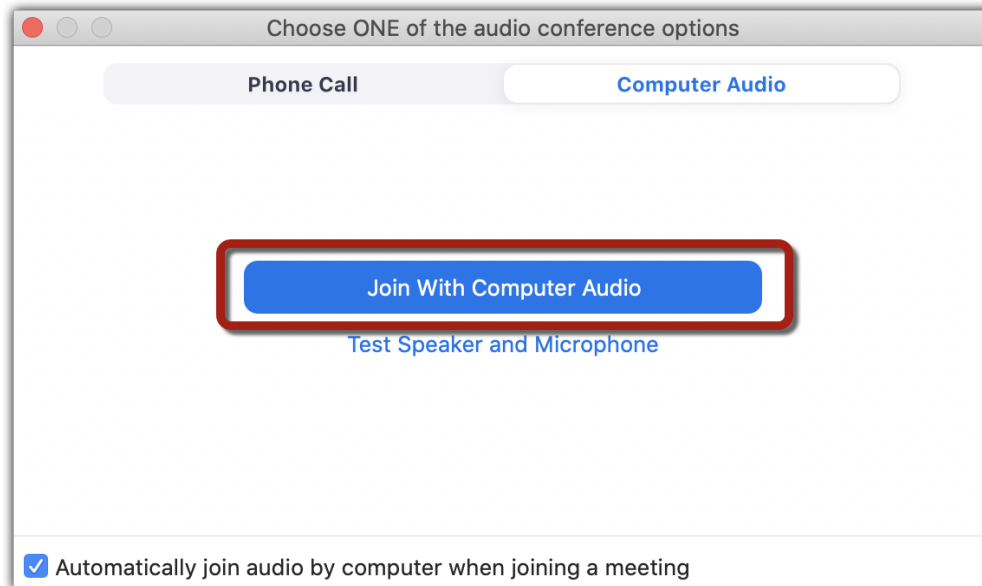
Videoconference Options:

Prior to the meeting, we recommend that you install the Zoom Meetings application on your computer by clicking here <https://zoom.us/download>.

If you want full capabilities for videoconferencing (audio, video, screensharing) you must download the Zoom application.

Option 1 Videoconference with Computer Audio:

- From your computer, click on the following link that is also included in the meeting calendar invitation: <https://pencleanenergy.zoom.us/j/87496649657>
- The Zoom application will open on its own or you will be instructed to open Zoom.
- After the application opens, the pop-up screen below will appear asking you to choose ONE of the audio conference options. Click on the Computer Audio option at the top of the pop-up screen.



- Click the blue, "Join with Computer Audio" button.
- In order to enable video, click on "Start Video" in the bottom left-hand corner of the screen. This menu bar is also where you can mute/unmute your audio.

Option 2 Videoconference with Phone Call Audio

- From your computer, click on the following link that is also included in the meeting calendar invitation: <https://pencleanenergy.zoom.us/j/87496649657>
- The Zoom Application will open on its own or you will be instructed to Open Zoom.

- After the application opens, the pop-up screen below will appear asking you to choose ONE of the audio conference options. Click on the Phone Call option at the top of the pop-up screen.

Choose ONE of the audio conference options

Phone Call Computer Audio - Connected

Country/Region United States

Dial +1 669 444 9171
+1 719 359 4580
+1 720 707 2699
+1 253 205 0468
+1 253 215 8782

Meeting ID 827 7284 3517

Participant ID

Passcode 2075

- Please dial +1 (669) 444-9171.
- You will be instructed to enter the meeting ID: **874-9664-9657 followed by #.**
- You will be instructed to enter in your participant ID. Your participant ID is unique to you and is what connects your phone number to your Zoom account.
- After a few seconds, your phone audio should be connected to the Zoom application on your computer.
- In order to enable video, click on "Start Video" in the bottom left-hand corner of the screen. This menu bar is also where you can mute/unmute your audio.

Audio Only Options:

Please note that if you call in/use the audio only option, you will not be able to see the speakers or any presentation materials in real time.

Option 3: Calling in via Telephone/Landline:

- Please dial +1 (669) 444-9171.
- You will be instructed to enter the meeting ID: **874-9664-9657 followed by #.**
- You will be instructed to enter your **Participant ID** followed by #. If you do not have a participant ID or do not know it, you can press # to stay on the line.
- You will be instructed to enter the meeting passcode **2075 followed by #.**



**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: December 5, 2024
MEETING DATE: December 19, 2024
VOTE REQUIRED: Majority Vote

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Melanie Jasper, Associate Programs Manager, Transportation

SUBJECT: Approval of 6 EV Ready Program Fund Reservation Agreements, Providing Approximately \$377,000 in Customer Incentives

RECOMMENDATION

Approval of six EV Ready Fund Reservation Agreements, which will provide an expected total of approximately \$377,000 in customer incentives to install EV charging infrastructure.

BACKGROUND

In December 2018, the Board approved PCE's EV charging infrastructure program to accelerate EV adoption in San Mateo County. The program was later named the "EV Ready Program." The EV Ready Program provides incentives and no-cost technical assistance to eligible property types, including: 1) Affordable Housing, 2) Multi-Unit Dwellings (such as apartments and condominiums), 3) Employee Charging, including fleet, and 4) All Publicly Accessible, Non-Residential Locations. The program provides incentives for several different EV charging types, as part of the programs "right-speeding" strategy to install cost-effective charging options, depending on the use case. These incentivized charging options include: 1) Level 1 or Level 2 outlets, 2) Level 2 EV charging stations, 3) Make-Ready parking spaces, to encourage future-proofing, and 4) panel updates for multi-family property sites. These incentives range from \$1,000 to \$5,500 per charger, depending on property type, retrofit vs new build projects, and charging type.

Customers apply for EV Ready incentives online. Applications are reviewed and approved by Peninsula Clean Energy staff. Once approved, a Fund Reservation Agreement is distributed via DocuSign and executed by the customer and the Peninsula Clean Energy CEO. Fund Reservation Agreements are presented to the Board of Directors prior to execution by the Peninsula Clean Energy CEO when cumulative spending exceeds \$250,000 in a fiscal year for the customer.

DISCUSSION

In the prior month, Peninsula Clean Energy received six EV Ready applications from one

customer, which will exceed \$250,000 in cumulative value this current fiscal year, and is presented to the Board of Directors for approval.

Following approval by the Board of Directors, this project's Fund Reservation Agreement will be executed by the Peninsula Clean Energy CEO and the customer will proceed to install their EV charging infrastructure and file for reimbursement from Peninsula Clean Energy upon project completion, subject to the EV Ready Programs Standards and Requirements.

Details of the Fund Reservation Agreements are included below. All six agreements represent multiple phases of an EV charging installation project at a large group of rental apartments in Daly City, representing a total of 141 charging ports to be installed.

Property Type	Total Expected Reserved Funds	Total Charge Ports Expected	City
Multi-Family Housing (Rental Apartments)	\$17,000	6	Daly City
Multi-Family Housing (Rental Apartments)	\$46,000	18	Daly City
Multi-Family Housing (Rental Apartments)	\$137,000	51	Daly City
Multi-Family Housing (Rental Apartments)	\$13,000	4	Daly City
Multi-Family Housing (Rental Apartments)	\$118,000	44	Daly City
Multi-Family Housing (Rental Apartments)	\$46,000	18	Daly City
TOTAL	\$377,000	141	

FISCAL IMPACT

Funding for this project is included Board-approved EV Ready Program.

ATTACHMENTS:

[EV Ready Funds Reservation Agmts Combined - Dec 24 BOD.pdf](#)

RESOLUTION NO. _____

PENINSULA CLEAN ENERGY AUTHORITY, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

**APPROVAL OF 6 EV READY PROGRAM FUND RESERVATION AGREEMENTS,
PROVIDING APPROXIMATELY \$377,000 IN CUSTOMER INCENTIVES&NBSP;**

RESOLVED, by the Peninsula Clean Energy Authority of the County of San Mateo, State of California, that

WHEREAS, Peninsula Clean Energy was formed on February 29, 2016; and

WHEREAS, expanding access to charging in increases adoption of electric vehicles to reduce greenhouse gasses is part of Peninsula Clean Energy's program roadmap approved by the Board; and

WHEREAS, in December 2018, the Peninsula Clean Energy Board of Directors approved the EV charging infrastructure program, which came to be called the "EV Ready" program; and

WHEREAS, eligible applicants are approved for EV Ready program incentives, subject to the EV Ready Program Standards & Requirements; and

WHEREAS, approved applicants in the EV Ready program are required to execute a Fund Reservation Agreement to secure their financial incentives; and

WHEREAS, per Peninsula Clean Energy policy, Agreements valued at or above \$250,000 in cumulative spending per fiscal year require approval by the Peninsula Clean Energy Board of Directors; and

WHEREAS, six EV Ready incentive applications ("Fund Reservation Agreements") were received by Peninsula Clean Energy in the prior month from a customer whose total incentive value will exceed \$250,000 in cumulative contract value for the 2024 fiscal year; and

WHEREAS, the Board wishes to delegate to the Chief Executive Officer authority to finalize and execute the six Fund Reservation Agreements in the EV Ready program to provide incentives.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the Board delegates authority to the Chief Executive Officer to finalize and execute six customer Fund Reservation Agreements in the EV Ready program to provide incentives for an expected total of approximately \$377,000 in a form approved by the General Counsel.



**Peninsula Clean Energy
Electric Vehicle Ready Program
Fund Reservation Agreement**

Applicant First Name	Anil
Applicant Last Name	Kapur
Title	Property Manager
Organization	Edgeview Terrace Apartments
Email	(Redacted)
Phone Number	(Redacted)
Proposed Site Address	423 87TH ST
City	DALY CITY
Zip Code	94105
Service Agreement ID	(REDACTED)
Project ID	PROJ-020823-8858

EV Charging Infrastructure Project Description:

Project Type	Existing Multi-Unit Dwelling
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	Level 1 Outlets	Level 2 Outlets	Level 2 Charge Ports	Make Ready Ports
Submitted # Ports	44	0	0	0
Reserved Funds	\$88,000.00	\$0.00	\$0.00	\$0.00

Panel Upgrade	\$30,000.00
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Total Reserved Funds

\$118,000.00

Notes

Peninsula Clean Energy Authority ("PCEA") cannot guarantee rebate funds beyond what was reserved nor can rebate funds exceed 100% of the total project costs. Final projects with less ports than projected will only receive rebates for installed ports, up to the amount reserved.

By signing below, the site owner ("Site Owner") or, if the property is owned by a commercial or corporate entity, the representative of the ownership entity ("Owner Representative") agrees to the "Electric Vehicle (EV) Ready Program" ("Program") Terms & Conditions. If neither Site Owner nor Owner Representative executes the Agreement, the applicant ("Applicant") certifies that a

Designated Applicant Assignment form was completed and submitted to PCEA to verify that the Site Owner or Owner Representative has designated the applicant ("Designated Applicant") authority to represent the Site Owner in the Program and execute all legal agreements as required by the Program.

The undersigned here is the: ☐ Site Owner or Owner Representative OR ☐ Designated Applicant

[DocuSign]

Applicant Signature

Date

Peninsula Clean Energy Representative Signature Title

Date

Peninsula Clean Energy EV Ready Program Terms and Conditions

1. **ELIGIBILITY:** Peninsula Clean Energy Authority offers a rebate to eligible PCEA customers or their designees (Applicant) installing EV Charging Infrastructure through the EV Ready Program. Applicants eligible to receive rebates under the Program must (1) abide by the terms and conditions listed herein; (2) have the EV charging port(s) metered through a PCEA account number; (3) comply with Program Standards and Requirements ("Program Requirements") in Appendix A; (4) provide PCEA with Required Installation Verification Documents as specified in the Program Requirements upon completion of the project.
2. **REBATE RESERVATION TERM AND AMOUNT:** The amounts of the rebates for which qualifying projects are eligible are outlined in Program Requirements. Rebate funds are reserved upon execution of this Agreement up to the maximum amount identified in the Program Requirements based on the "EV Charging Infrastructure Project Description" (hereinafter, the Project, see page 1 above). The funds are reserved according to the Fund Reservation Period timelines outlined in the Program Requirements and any modifications to the timelines are at the discretion of PCEA. Rebates will be paid to eligible Rebate Recipient once installation is verified as complete by PCEA. The final amount of the rebates will be the actual eligible costs of verified EV Charging Infrastructure installed or the maximum amount reserved, whichever is less.
3. **DISCRETION ON VERIFICATION:** Determinations regarding verification pursuant to paragraph (1) and paragraph (2) of these Terms and Conditions, shall be determined at PCEA's complete and exclusive discretion.
4. **REBATE RECIPIENT:** The Applicant may direct the rebate funds to any Rebate Recipient, who is a single vendor or service provider incurring costs for the Project up to the amount of documented costs incurred by that Rebate Recipient. The Rebate Recipient shall be identified in the Installation Verification Form submitted upon project completion to request disbursement of the rebate.
5. **NO GUARANTEES:** PCEA makes no guarantee, representations or warranties, expressed or implied, regarding the implementation or use of EV Charging Infrastructure and equipment purchased or installed pursuant to this PCEA Program. Customer is solely responsible for any liability, legal or otherwise, arising from the installation, operation, and maintenance of its selected EV Charging Infrastructure.
6. **EVSE PACKAGE:** Upon approval of the Funds Reservation Agreement by PCEA, customer shall install, operate and maintain the number and type of the EVSE unit(s) (defined in Program Requirements), associated equipment, and signage as selected by Customer and approved by PCEA. Customer acknowledges that:
7. **ADDITIONAL SERVICES FROM ELECTRIC VEHICLE SERVICE PROVIDER (EVSP):** Separate and apart from the Funds Reservation Agreement and PCEA's obligations under the Program, the EVSP may offer and contract directly with the Customer to provide any additional or complementary services, as long as these services do not interfere with the objectives of the Program. PCEA is not responsible for the costs of additional EVSP services or any cost related to operations

and maintenance of any additional EVSP services.

8. **INSTALLATION OF EV CHARGING INFRASTRUCTURE:** Customer is responsible for covering all upfront costs of the installation of the EV Charging Infrastructure. Upon completion of installation of the EV Charging Infrastructure, Site Owner understands it is responsible for the operation and maintenance of the EV charging port(s) installed.
9. **CONTRACTOR REQUIREMENTS:** All work performed on projects under this agreement shall be done by contractors who hold a valid California C-10 license. PCEA reserves the right to amend and change contractor requirements at any point during the program.
10. **EV DRIVERS RIGHT TO ACCESS:** Customer may limit the availability of the EV Charging Infrastructure to its employees or tenants. Under the Program, Customer may elect to make the EV Charging Infrastructure available for use by the general public. Customer shall not restrict access to use of the EV Charging Infrastructure for reasons including, but not limited to, race, color, religion, age, sex, national origin, ancestry, physical or mental disability, or any basis prohibited by applicable law.
11. **APPLICABLE LAWS:** Customer is solely responsible for ensuring that the EV Charging Infrastructure is installed and operated in compliance with all applicable local, state, and federal laws.
12. **EV CHARGING PORT(S) OPERATION AND MAINTENANCE:** Customer will pay all ongoing costs associated with the EV Charging Infrastructure. Customer shall maintain a consistent uptime for the EV Charging Port(s) installed. Customer shall maintain the common area immediately surrounding the EV Charging Infrastructure in good condition, ordinary wear and tear accepted, and will promptly notify PCEA of any problems it is aware of related to the EV Charging Infrastructure. Such maintenance by Customer of the immediately surrounding common areas shall include, but not be limited to, pavement maintenance. Customer shall promptly notify PCEA if Customer will no longer maintain the installed EV Charging Infrastructure and/or the installed EV Charging Infrastructure is being removed from Customer's site. Uninterrupted service is not guaranteed, and Pacific Gas & Electric (PG&E) may interrupt service and access to the EV Charging Infrastructure when necessary to ensure safety or to perform maintenance as dictated by utility easement agreements and requirements.
13. **PERMISSION TO USE DATA:** For all EV Charging Infrastructure installed that are capable of collecting and reporting usage and utilization data, Site Owner agrees to allow PCEA and its authorized Contractors to access, collect, use, and report EV Charging Infrastructure usage and utilization data gathered as a part of the Program for use in regulatory reporting, ordinary business use, industry forums, case studies, or other similar activities, in accordance with applicable laws and regulations. PCEA and its authorized Contractors shall have access to the EV Charging Infrastructure usage and utilization data indefinitely and in accordance with all applicable laws, including but not limited to PCEA privacy guidelines and relevant regulatory decisions.
14. **DEMAND RESPONSE and LOAD SHAPING PROGRAMS:** Customer agrees that PCEA may, at its discretion enroll all networked EV charging port(s) units installed under the Program in any future demand response, grid optimization, and/or load shaping programs implemented by PCEA. Future load shaping program will, by design, not incur any additional costs or expenses to Customer. The load shaping program will aim to curtail energy usage for each charging port during a predefined period established by PCEA. These curtailments will be designed to minimally impact EV drivers that are charging during these times whenever possible. Customers will be provided an appropriate mechanism to opt-out before the program is implemented.
15. **TAX LIABILITY and CREDITS:** PCEA is not responsible for any taxes which may be imposed on Customer as a result of the rebates provided within the Program. Site Owners receiving incentives from either the Program and/or other regional organizations, including, but not limited to, the Bay Area Air Quality Management District, that have been facilitated through assistance from PCEA are required to designate their Low Carbon Fuel Standard (LCFS) credits to PCEA. Customer attests they are releasing their rights to report and claim credits in the LCFS and are designating credits in the LCFS to PCEA (FEIN 81-2708786) on an ongoing basis. Customer will inform third-party entities when necessary, including CARB, that the LCFS credits generated by their installed EVSE are designated to PCEA on an ongoing basis. Customer will provide the EVSE usage and electricity data to PCEA for LCFS reporting pursuant to CARB sections 95483.2(b)(8), 95491 and 95491.1. Customer will provide PCEA with ongoing access to EV charging data through the use of a login to the online account and/or an application program interface (API), a dashboard with exportable data files, or other means to access the charging data.

16. **DISPUTES:** Except where otherwise limited by law, PCEA reserves the right, at its sole discretion, to make final determinations regarding any disputed issues about the Program, including but not limited to eligibility and rebate amounts. In the event of a dispute that cannot be remedied by the parties, any court filings and/or proceedings shall be venued in San Mateo County, California. PCEA shall in no case be responsible for the legal costs of Site Owner and/or Designated Applicant.
17. **PROGRAM CHANGES:** PCEA reserves the right to change, modify, or terminate the Program at any time without any liability except as expressly stated herein. PCEA will honor all written commitments made in the Funds Reservation Agreement provided to Customers prior to the date of any change, modification or termination of this program, provided that project installations are fully completed within the timeframe specified within the Program Requirements.
18. **PROGRAM EXPIRATION:** The Program will expire upon the earliest to occur: (i) when funds are depleted or (ii) when the program is terminated by PCEA.
19. **INDEMNIFICATION:** Applicant agrees to indemnify, defend, and hold PCEA, its employees, officers, and agents, harmless from any and all liabilities including, but not limited to, litigation costs and attorney's fees arising from any and all claims and losses to anyone who may be injured or damaged by reason of Customer's negligence, recklessness or willful misconduct while participating in the PCEA Program.
20. **ACKNOWLEDGEMENTS:** Customer shall acknowledge PCEA as a funding source of the installed EV Charging Infrastructure each time Customer's activities related to the EV Charging Infrastructure are published in any news media, press release, brochures, or other type of public communication or promotional material. The acknowledgement of PCEA's support as a funding source, whether in whole or in part, shall include language such as: "Funding for [Customer Site Name]'s charging station(s) provided by Peninsula Clean Energy." If Customer is receiving funding from multiple organizations, Customer may use one statement conforming to the format listed above and include all organizations from which funding is received. PCEA also reserves the right to install stickers, signage, or other advertisement mechanism on the EV charging port(s) funded or facilitated by PCEA.
21. **CUSTOMER DISCLOSURE AUTHORIZATION:** By signing the Funds Reservation Agreement, Applicant confirms they are the authorized representative for the electric account holder identified in the Funds Reservation Agreement and authorized PCEA to disclose Customer's account status and participation in the PCEA Program. If Applicant is not the authorized representative for the electric account holder identified in the Funds Reservation Agreement, the Applicant certifies that they have submitted a Third Party Designated Applicant Assignment Form to verify that the Site Owner has delegated authority to the Applicant to represent the Site Owner and execute the Funds Reservation Agreement.



**Peninsula Clean Energy
Electric Vehicle Ready Program
Fund Reservation Agreement**

Applicant First Name	Anil
Applicant Last Name	Kapur
Title	Property Manager
Organization	Edgeview Terrace Apartments
Email	(Redacted)
Phone Number	(Redacted)
Proposed Site Address	411 87TH ST
City	DALY CITY
Zip Code	94105
Service Agreement ID	(REDACTED)
Project ID	PROJ-020823-8858

EV Charging Infrastructure Project Description:

Project Type	Existing Multi-Unit Dwelling
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	Level 1 Outlets	Level 2 Outlets	Level 2 Charge Ports	Make Ready Ports
Submitted # Ports	4	0	0	0
Reserved Funds	\$8,000.00	\$0.00	\$0.00	\$0.00

Panel Upgrade	\$5,000.00
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Total Reserved Funds

\$13,000.00

Notes

Peninsula Clean Energy Authority ("PCEA") cannot guarantee rebate funds beyond what was reserved nor can rebate funds exceed 100% of the total project costs. Final projects with less ports than projected will only receive rebates for installed ports, up to the amount reserved.

By signing below, the site owner ("Site Owner") or, if the property is owned by a commercial or corporate entity, the representative of the ownership entity ("Owner Representative") agrees to the "Electric Vehicle (EV) Ready Program" ("Program") Terms & Conditions. If neither Site Owner nor Owner Representative executes the Agreement, the applicant ("Applicant") certifies that a

Designated Applicant Assignment form was completed and submitted to PCEA to verify that the Site Owner or Owner Representative has designated the applicant ("Designated Applicant") authority to represent the Site Owner in the Program and execute all legal agreements as required by the Program.

The undersigned here is the: ☐ Site Owner or Owner Representative OR ☐ Designated Applicant

[DocuSign]

Applicant Signature Date

Peninsula Clean Energy Representative Signature Title Date

Peninsula Clean Energy EV Ready Program Terms and Conditions

1. **ELIGIBILITY:** Peninsula Clean Energy Authority offers a rebate to eligible PCEA customers or their designees (Applicant) installing EV Charging Infrastructure through the EV Ready Program. Applicants eligible to receive rebates under the Program must (1) abide by the terms and conditions listed herein; (2) have the EV charging port(s) metered through a PCEA account number; (3) comply with Program Standards and Requirements ("Program Requirements") in Appendix A; (4) provide PCEA with Required Installation Verification Documents as specified in the Program Requirements upon completion of the project.
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3. **DISCRETION ON VERIFICATION:** Determinations regarding verification pursuant to paragraph (1) and paragraph (2) of these Terms and Conditions, shall be determined at PCEA's complete and exclusive discretion.
4. **REBATE RECIPIENT:** The Applicant may direct the rebate funds to any Rebate Recipient, who is a single vendor or service provider incurring costs for the Project up to the amount of documented costs incurred by that Rebate Recipient. The Rebate Recipient shall be identified in the Installation Verification Form submitted upon project completion to request disbursement of the rebate.
5. **NO GUARANTEES:** PCEA makes no guarantee, representations or warranties, expressed or implied, regarding the implementation or use of EV Charging Infrastructure and equipment purchased or installed pursuant to this PCEA Program. Customer is solely responsible for any liability, legal or otherwise, arising from the installation, operation, and maintenance of its selected EV Charging Infrastructure.
6. **EVSE PACKAGE:** Upon approval of the Funds Reservation Agreement by PCEA, customer shall install, operate and maintain the number and type of the EVSE unit(s) (defined in Program Requirements), associated equipment, and signage as selected by Customer and approved by PCEA. Customer acknowledges that:
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9. **CONTRACTOR REQUIREMENTS:** All work performed on projects under this agreement shall be done by contractors who hold a valid California C-10 license. PCEA reserves the right to amend and change contractor requirements at any point during the program.
10. **EV DRIVERS RIGHT TO ACCESS:** Customer may limit the availability of the EV Charging Infrastructure to its employees or tenants. Under the Program, Customer may elect to make the EV Charging Infrastructure available for use by the general public. Customer shall not restrict access to use of the EV Charging Infrastructure for reasons including, but not limited to, race, color, religion, age, sex, national origin, ancestry, physical or mental disability, or any basis prohibited by applicable law.
11. **APPLICABLE LAWS:** Customer is solely responsible for ensuring that the EV Charging Infrastructure is installed and operated in compliance with all applicable local, state, and federal laws.
12. **EV CHARGING PORT(S) OPERATION AND MAINTENANCE:** Customer will pay all ongoing costs associated with the EV Charging Infrastructure. Customer shall maintain a consistent uptime for the EV Charging Port(s) installed. Customer shall maintain the common area immediately surrounding the EV Charging Infrastructure in good condition, ordinary wear and tear accepted, and will promptly notify PCEA of any problems it is aware of related to the EV Charging Infrastructure. Such maintenance by Customer of the immediately surrounding common areas shall include, but not be limited to, pavement maintenance. Customer shall promptly notify PCEA if Customer will no longer maintain the installed EV Charging Infrastructure and/or the installed EV Charging Infrastructure is being removed from Customer's site. Uninterrupted service is not guaranteed, and Pacific Gas & Electric (PG&E) may interrupt service and access to the EV Charging Infrastructure when necessary to ensure safety or to perform maintenance as dictated by utility easement agreements and requirements.
13. **PERMISSION TO USE DATA:** For all EV Charging Infrastructure installed that are capable of collecting and reporting usage and utilization data, Site Owner agrees to allow PCEA and its authorized Contractors to access, collect, use, and report EV Charging Infrastructure usage and utilization data gathered as a part of the Program for use in regulatory reporting, ordinary business use, industry forums, case studies, or other similar activities, in accordance with applicable laws and regulations. PCEA and its authorized Contractors shall have access to the EV Charging Infrastructure usage and utilization data indefinitely and in accordance with all applicable laws, including but not limited to PCEA privacy guidelines and relevant regulatory decisions.
14. **DEMAND RESPONSE and LOAD SHAPING PROGRAMS:** Customer agrees that PCEA may, at its discretion enroll all networked EV charging port(s) units installed under the Program in any future demand response, grid optimization, and/or load shaping programs implemented by PCEA. Future load shaping program will, by design, not incur any additional costs or expenses to Customer. The load shaping program will aim to curtail energy usage for each charging port during a predefined period established by PCEA. These curtailments will be designed to minimally impact EV drivers that are charging during these times whenever possible. Customers will be provided an appropriate mechanism to opt-out before the program is implemented.
15. **TAX LIABILITY and CREDITS:** PCEA is not responsible for any taxes which may be imposed on Customer as a result of the rebates provided within the Program. Site Owners receiving incentives from either the Program and/or other regional organizations, including, but not limited to, the Bay Area Air Quality Management District, that have been facilitated through assistance from PCEA are required to designate their Low Carbon Fuel Standard (LCFS) credits to PCEA. Customer attests they are releasing their rights to report and claim credits in the LCFS and are designating credits in the LCFS to PCEA (FEIN 81-2708786) on an ongoing basis. Customer will inform third-party entities when necessary, including CARB, that the LCFS credits generated by their installed EVSE are designated to PCEA on an ongoing basis. Customer will provide the EVSE usage and electricity data to PCEA for LCFS reporting pursuant to CARB sections 95483.2(b)(8), 95491 and 95491.1. Customer will provide PCEA with ongoing access to EV charging data through the use of a login to the online account and/or an application program interface (API), a dashboard with exportable data files, or other means to access the charging data.

16. **DISPUTES:** Except where otherwise limited by law, PCEA reserves the right, at its sole discretion, to make final determinations regarding any disputed issues about the Program, including but not limited to eligibility and rebate amounts. In the event of a dispute that cannot be remedied by the parties, any court filings and/or proceedings shall be venued in San Mateo County, California. PCEA shall in no case be responsible for the legal costs of Site Owner and/or Designated Applicant.
17. **PROGRAM CHANGES:** PCEA reserves the right to change, modify, or terminate the Program at any time without any liability except as expressly stated herein. PCEA will honor all written commitments made in the Funds Reservation Agreement provided to Customers prior to the date of any change, modification or termination of this program, provided that project installations are fully completed within the timeframe specified within the Program Requirements.
18. **PROGRAM EXPIRATION:** The Program will expire upon the earliest to occur: (i) when funds are depleted or (ii) when the program is terminated by PCEA.
19. **INDEMNIFICATION:** Applicant agrees to indemnify, defend, and hold PCEA, its employees, officers, and agents, harmless from any and all liabilities including, but not limited to, litigation costs and attorney's fees arising from any and all claims and losses to anyone who may be injured or damaged by reason of Customer's negligence, recklessness or willful misconduct while participating in the PCEA Program.
20. **ACKNOWLEDGEMENTS:** Customer shall acknowledge PCEA as a funding source of the installed EV Charging Infrastructure each time Customer's activities related to the EV Charging Infrastructure are published in any news media, press release, brochures, or other type of public communication or promotional material. The acknowledgement of PCEA's support as a funding source, whether in whole or in part, shall include language such as: "Funding for [Customer Site Name]'s charging station(s) provided by Peninsula Clean Energy." If Customer is receiving funding from multiple organizations, Customer may use one statement conforming to the format listed above and include all organizations from which funding is received. PCEA also reserves the right to install stickers, signage, or other advertisement mechanism on the EV charging port(s) funded or facilitated by PCEA.
21. **CUSTOMER DISCLOSURE AUTHORIZATION:** By signing the Funds Reservation Agreement, Applicant confirms they are the authorized representative for the electric account holder identified in the Funds Reservation Agreement and authorized PCEA to disclose Customer's account status and participation in the PCEA Program. If Applicant is not the authorized representative for the electric account holder identified in the Funds Reservation Agreement, the Applicant certifies that they have submitted a Third Party Designated Applicant Assignment Form to verify that the Site Owner has delegated authority to the Applicant to represent the Site Owner and execute the Funds Reservation Agreement.



**Peninsula Clean Energy
Electric Vehicle Ready Program
Fund Reservation Agreement**

Applicant First Name	Anil
Applicant Last Name	Kapur
Title	Property Manager
Organization	Edgeview Terrace Apartments
Email	(Redacted)
Phone Number	(Redacted)
Proposed Site Address	402 88TH ST
City	DALY CITY
Zip Code	94105
Service Agreement ID	(REDACTED)
Project ID	PROJ-020823-8858

EV Charging Infrastructure Project Description:

Project Type	Existing Multi-Unit Dwelling
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	Level 1 Outlets	Level 2 Outlets	Level 2 Charge Ports	Make Ready Ports
Submitted # Ports	51	0	0	0
Reserved Funds	\$102,000.00	\$0.00	\$0.00	\$0.00

Panel Upgrade	\$35,000.00
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Total Reserved Funds

\$137,000.00

Notes

Peninsula Clean Energy Authority ("PCEA") cannot guarantee rebate funds beyond what was reserved nor can rebate funds exceed 100% of the total project costs. Final projects with less ports than projected will only receive rebates for installed ports, up to the amount reserved.

By signing below, the site owner ("Site Owner") or, if the property is owned by a commercial or corporate entity, the representative of the ownership entity ("Owner Representative") agrees to the "Electric Vehicle (EV) Ready Program" ("Program") Terms & Conditions. If neither Site Owner nor Owner Representative executes the Agreement, the applicant ("Applicant") certifies that a

Designated Applicant Assignment form was completed and submitted to PCEA to verify that the Site Owner or Owner Representative has designated the applicant ("Designated Applicant") authority to represent the Site Owner in the Program and execute all legal agreements as required by the Program.

The undersigned here is the: ☐ Site Owner or Owner Representative OR ☐ Designated Applicant

[DocuSign]

Applicant Signature

Date

Peninsula Clean Energy Representative Signature Title

Date

Peninsula Clean Energy EV Ready Program Terms and Conditions

1. **ELIGIBILITY:** Peninsula Clean Energy Authority offers a rebate to eligible PCEA customers or their designees (Applicant) installing EV Charging Infrastructure through the EV Ready Program. Applicants eligible to receive rebates under the Program must (1) abide by the terms and conditions listed herein; (2) have the EV charging port(s) metered through a PCEA account number; (3) comply with Program Standards and Requirements ("Program Requirements") in Appendix A; (4) provide PCEA with Required Installation Verification Documents as specified in the Program Requirements upon completion of the project.
2. **REBATE RESERVATION TERM AND AMOUNT:** The amounts of the rebates for which qualifying projects are eligible are outlined in Program Requirements. Rebate funds are reserved upon execution of this Agreement up to the maximum amount identified in the Program Requirements based on the "EV Charging Infrastructure Project Description" (hereinafter, the Project, see page 1 above). The funds are reserved according to the Fund Reservation Period timelines outlined in the Program Requirements and any modifications to the timelines are at the discretion of PCEA. Rebates will be paid to eligible Rebate Recipient once installation is verified as complete by PCEA. The final amount of the rebates will be the actual eligible costs of verified EV Charging Infrastructure installed or the maximum amount reserved, whichever is less.
3. **DISCRETION ON VERIFICATION:** Determinations regarding verification pursuant to paragraph (1) and paragraph (2) of these Terms and Conditions, shall be determined at PCEA's complete and exclusive discretion.
4. **REBATE RECIPIENT:** The Applicant may direct the rebate funds to any Rebate Recipient, who is a single vendor or service provider incurring costs for the Project up to the amount of documented costs incurred by that Rebate Recipient. The Rebate Recipient shall be identified in the Installation Verification Form submitted upon project completion to request disbursement of the rebate.
5. **NO GUARANTEES:** PCEA makes no guarantee, representations or warranties, expressed or implied, regarding the implementation or use of EV Charging Infrastructure and equipment purchased or installed pursuant to this PCEA Program. Customer is solely responsible for any liability, legal or otherwise, arising from the installation, operation, and maintenance of its selected EV Charging Infrastructure.
6. **EVSE PACKAGE:** Upon approval of the Funds Reservation Agreement by PCEA, customer shall install, operate and maintain the number and type of the EVSE unit(s) (defined in Program Requirements), associated equipment, and signage as selected by Customer and approved by PCEA. Customer acknowledges that:
7. **ADDITIONAL SERVICES FROM ELECTRIC VEHICLE SERVICE PROVIDER (EVSP):** Separate and apart from the Funds Reservation Agreement and PCEA's obligations under the Program, the EVSP may offer and contract directly with the Customer to provide any additional or complementary services, as long as these services do not interfere with the objectives of the Program. PCEA is not responsible for the costs of additional EVSP services or any cost related to operations

and maintenance of any additional EVSP services.

8. **INSTALLATION OF EV CHARGING INFRASTRUCTURE:** Customer is responsible for covering all upfront costs of the installation of the EV Charging Infrastructure. Upon completion of installation of the EV Charging Infrastructure, Site Owner understands it is responsible for the operation and maintenance of the EV charging port(s) installed.
9. **CONTRACTOR REQUIREMENTS:** All work performed on projects under this agreement shall be done by contractors who hold a valid California C-10 license. PCEA reserves the right to amend and change contractor requirements at any point during the program.
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20. **ACKNOWLEDGEMENTS:** Customer shall acknowledge PCEA as a funding source of the installed EV Charging Infrastructure each time Customer's activities related to the EV Charging Infrastructure are published in any news media, press release, brochures, or other type of public communication or promotional material. The acknowledgement of PCEA's support as a funding source, whether in whole or in part, shall include language such as: "Funding for [Customer Site Name]'s charging station(s) provided by Peninsula Clean Energy." If Customer is receiving funding from multiple organizations, Customer may use one statement conforming to the format listed above and include all organizations from which funding is received. PCEA also reserves the right to install stickers, signage, or other advertisement mechanism on the EV charging port(s) funded or facilitated by PCEA.
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**Peninsula Clean Energy
Electric Vehicle Ready Program
Fund Reservation Agreement**

Applicant First Name	Anil
Applicant Last Name	Kapur
Title	Property Manager
Organization	Edgeview Terrace Apartments
Email	(Redacted)
Phone Number	(Redacted)
Proposed Site Address	399 88TH ST
City	DALY CITY
Zip Code	94105
Service Agreement ID	(REDACTED)
Project ID	PROJ-020823-8858

EV Charging Infrastructure Project Description:

Project Type	Existing Multi-Unit Dwelling
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	Level 1 Outlets	Level 2 Outlets	Level 2 Charge Ports	Make Ready Ports
Submitted # Ports	18	0	0	0
Reserved Funds	\$36,000.00	\$0.00	\$0.00	\$0.00

Panel Upgrade	\$10,000.00
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Total Reserved Funds

\$46,000.00

Notes

Peninsula Clean Energy Authority ("PCEA") cannot guarantee rebate funds beyond what was reserved nor can rebate funds exceed 100% of the total project costs. Final projects with less ports than projected will only receive rebates for installed ports, up to the amount reserved.

By signing below, the site owner ("Site Owner") or, if the property is owned by a commercial or corporate entity, the representative of the ownership entity ("Owner Representative") agrees to the "Electric Vehicle (EV) Ready Program" ("Program") Terms & Conditions. If neither Site Owner nor Owner Representative executes the Agreement, the applicant ("Applicant") certifies that a

Designated Applicant Assignment form was completed and submitted to PCEA to verify that the Site Owner or Owner Representative has designated the applicant ("Designated Applicant") authority to represent the Site Owner in the Program and execute all legal agreements as required by the Program.

The undersigned here is the: ☐ Site Owner or Owner Representative OR ☐ Designated Applicant

[DocuSign]

Applicant Signature

Date

Peninsula Clean Energy Representative Signature Title

Date

Peninsula Clean Energy EV Ready Program Terms and Conditions

1. **ELIGIBILITY:** Peninsula Clean Energy Authority offers a rebate to eligible PCEA customers or their designees (Applicant) installing EV Charging Infrastructure through the EV Ready Program. Applicants eligible to receive rebates under the Program must (1) abide by the terms and conditions listed herein; (2) have the EV charging port(s) metered through a PCEA account number; (3) comply with Program Standards and Requirements ("Program Requirements") in Appendix A; (4) provide PCEA with Required Installation Verification Documents as specified in the Program Requirements upon completion of the project.
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**Peninsula Clean Energy
Electric Vehicle Ready Program
Fund Reservation Agreement**

Applicant First Name	Anil
Applicant Last Name	Kapur
Title	Property Manager
Organization	Edgeview Terrace Apartments
Email	(Redacted)
Phone Number	(Redacted)
Proposed Site Address	359 88TH ST
City	DALY CITY
Zip Code	94105
Service Agreement ID	(REDACTED)
Project ID	PROJ-020823-8858

EV Charging Infrastructure Project Description:

Project Type	Existing Multi-Unit Dwelling
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	Level 1 Outlets	Level 2 Outlets	Level 2 Charge Ports	Make Ready Ports
Submitted # Ports	6	0	0	0
Reserved Funds	\$12,000.00	\$0.00	\$0.00	\$0.00

Panel Upgrade	\$5000.00
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Total Reserved Funds

\$17,000.00

Notes

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By signing below, the site owner ("Site Owner") or, if the property is owned by a commercial or corporate entity, the representative of the ownership entity ("Owner Representative") agrees to the "Electric Vehicle (EV) Ready Program" ("Program") Terms & Conditions. If neither Site Owner nor Owner Representative executes the Agreement, the applicant ("Applicant") certifies that a

Designated Applicant Assignment form was completed and submitted to PCEA to verify that the Site Owner or Owner Representative has designated the applicant ("Designated Applicant") authority to represent the Site Owner in the Program and execute all legal agreements as required by the Program.

The undersigned here is the: ☐ Site Owner or Owner Representative OR ☐ Designated Applicant

[DocuSign]

Applicant Signature Date

Peninsula Clean Energy Representative Signature Title Date

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1. **ELIGIBILITY:** Peninsula Clean Energy Authority offers a rebate to eligible PCEA customers or their designees (Applicant) installing EV Charging Infrastructure through the EV Ready Program. Applicants eligible to receive rebates under the Program must (1) abide by the terms and conditions listed herein; (2) have the EV charging port(s) metered through a PCEA account number; (3) comply with Program Standards and Requirements ("Program Requirements") in Appendix A; (4) provide PCEA with Required Installation Verification Documents as specified in the Program Requirements upon completion of the project.
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3. **DISCRETION ON VERIFICATION:** Determinations regarding verification pursuant to paragraph (1) and paragraph (2) of these Terms and Conditions, shall be determined at PCEA's complete and exclusive discretion.
4. **REBATE RECIPIENT:** The Applicant may direct the rebate funds to any Rebate Recipient, who is a single vendor or service provider incurring costs for the Project up to the amount of documented costs incurred by that Rebate Recipient. The Rebate Recipient shall be identified in the Installation Verification Form submitted upon project completion to request disbursement of the rebate.
5. **NO GUARANTEES:** PCEA makes no guarantee, representations or warranties, expressed or implied, regarding the implementation or use of EV Charging Infrastructure and equipment purchased or installed pursuant to this PCEA Program. Customer is solely responsible for any liability, legal or otherwise, arising from the installation, operation, and maintenance of its selected EV Charging Infrastructure.
6. **EVSE PACKAGE:** Upon approval of the Funds Reservation Agreement by PCEA, customer shall install, operate and maintain the number and type of the EVSE unit(s) (defined in Program Requirements), associated equipment, and signage as selected by Customer and approved by PCEA. Customer acknowledges that:
7. **ADDITIONAL SERVICES FROM ELECTRIC VEHICLE SERVICE PROVIDER (EVSP):** Separate and apart from the Funds Reservation Agreement and PCEA's obligations under the Program, the EVSP may offer and contract directly with the Customer to provide any additional or complementary services, as long as these services do not interfere with the objectives of the Program. PCEA is not responsible for the costs of additional EVSP services or any cost related to operations

and maintenance of any additional EVSP services.

8. **INSTALLATION OF EV CHARGING INFRASTRUCTURE:** Customer is responsible for covering all upfront costs of the installation of the EV Charging Infrastructure. Upon completion of installation of the EV Charging Infrastructure, Site Owner understands it is responsible for the operation and maintenance of the EV charging port(s) installed.
9. **CONTRACTOR REQUIREMENTS:** All work performed on projects under this agreement shall be done by contractors who hold a valid California C-10 license. PCEA reserves the right to amend and change contractor requirements at any point during the program.
10. **EV DRIVERS RIGHT TO ACCESS:** Customer may limit the availability of the EV Charging Infrastructure to its employees or tenants. Under the Program, Customer may elect to make the EV Charging Infrastructure available for use by the general public. Customer shall not restrict access to use of the EV Charging Infrastructure for reasons including, but not limited to, race, color, religion, age, sex, national origin, ancestry, physical or mental disability, or any basis prohibited by applicable law.
11. **APPLICABLE LAWS:** Customer is solely responsible for ensuring that the EV Charging Infrastructure is installed and operated in compliance with all applicable local, state, and federal laws.
12. **EV CHARGING PORT(S) OPERATION AND MAINTENANCE:** Customer will pay all ongoing costs associated with the EV Charging Infrastructure. Customer shall maintain a consistent uptime for the EV Charging Port(s) installed. Customer shall maintain the common area immediately surrounding the EV Charging Infrastructure in good condition, ordinary wear and tear accepted, and will promptly notify PCEA of any problems it is aware of related to the EV Charging Infrastructure. Such maintenance by Customer of the immediately surrounding common areas shall include, but not be limited to, pavement maintenance. Customer shall promptly notify PCEA if Customer will no longer maintain the installed EV Charging Infrastructure and/or the installed EV Charging Infrastructure is being removed from Customer's site. Uninterrupted service is not guaranteed, and Pacific Gas & Electric (PG&E) may interrupt service and access to the EV Charging Infrastructure when necessary to ensure safety or to perform maintenance as dictated by utility easement agreements and requirements.
13. **PERMISSION TO USE DATA:** For all EV Charging Infrastructure installed that are capable of collecting and reporting usage and utilization data, Site Owner agrees to allow PCEA and its authorized Contractors to access, collect, use, and report EV Charging Infrastructure usage and utilization data gathered as a part of the Program for use in regulatory reporting, ordinary business use, industry forums, case studies, or other similar activities, in accordance with applicable laws and regulations. PCEA and its authorized Contractors shall have access to the EV Charging Infrastructure usage and utilization data indefinitely and in accordance with all applicable laws, including but not limited to PCEA privacy guidelines and relevant regulatory decisions.
14. **DEMAND RESPONSE and LOAD SHAPING PROGRAMS:** Customer agrees that PCEA may, at its discretion enroll all networked EV charging port(s) units installed under the Program in any future demand response, grid optimization, and/or load shaping programs implemented by PCEA. Future load shaping program will, by design, not incur any additional costs or expenses to Customer. The load shaping program will aim to curtail energy usage for each charging port during a predefined period established by PCEA. These curtailments will be designed to minimally impact EV drivers that are charging during these times whenever possible. Customers will be provided an appropriate mechanism to opt-out before the program is implemented.
15. **TAX LIABILITY and CREDITS:** PCEA is not responsible for any taxes which may be imposed on Customer as a result of the rebates provided within the Program. Site Owners receiving incentives from either the Program and/or other regional organizations, including, but not limited to, the Bay Area Air Quality Management District, that have been facilitated through assistance from PCEA are required to designate their Low Carbon Fuel Standard (LCFS) credits to PCEA. Customer attests they are releasing their rights to report and claim credits in the LCFS and are designating credits in the LCFS to PCEA (FEIN 81-2708786) on an ongoing basis. Customer will inform third-party entities when necessary, including CARB, that the LCFS credits generated by their installed EVSE are designated to PCEA on an ongoing basis. Customer will provide the EVSE usage and electricity data to PCEA for LCFS reporting pursuant to CARB sections 95483.2(b)(8), 95491 and 95491.1. Customer will provide PCEA with ongoing access to EV charging data through the use of a login to the online account and/or an application program interface (API), a dashboard with exportable data files, or other means to access the charging data.

16. **DISPUTES:** Except where otherwise limited by law, PCEA reserves the right, at its sole discretion, to make final determinations regarding any disputed issues about the Program, including but not limited to eligibility and rebate amounts. In the event of a dispute that cannot be remedied by the parties, any court filings and/or proceedings shall be venued in San Mateo County, California. PCEA shall in no case be responsible for the legal costs of Site Owner and/or Designated Applicant.
17. **PROGRAM CHANGES:** PCEA reserves the right to change, modify, or terminate the Program at any time without any liability except as expressly stated herein. PCEA will honor all written commitments made in the Funds Reservation Agreement provided to Customers prior to the date of any change, modification or termination of this program, provided that project installations are fully completed within the timeframe specified within the Program Requirements.
18. **PROGRAM EXPIRATION:** The Program will expire upon the earliest to occur: (i) when funds are depleted or (ii) when the program is terminated by PCEA.
19. **INDEMNIFICATION:** Applicant agrees to indemnify, defend, and hold PCEA, its employees, officers, and agents, harmless from any and all liabilities including, but not limited to, litigation costs and attorney's fees arising from any and all claims and losses to anyone who may be injured or damaged by reason of Customer's negligence, recklessness or willful misconduct while participating in the PCEA Program.
20. **ACKNOWLEDGEMENTS:** Customer shall acknowledge PCEA as a funding source of the installed EV Charging Infrastructure each time Customer's activities related to the EV Charging Infrastructure are published in any news media, press release, brochures, or other type of public communication or promotional material. The acknowledgement of PCEA's support as a funding source, whether in whole or in part, shall include language such as: "Funding for [Customer Site Name]'s charging station(s) provided by Peninsula Clean Energy." If Customer is receiving funding from multiple organizations, Customer may use one statement conforming to the format listed above and include all organizations from which funding is received. PCEA also reserves the right to install stickers, signage, or other advertisement mechanism on the EV charging port(s) funded or facilitated by PCEA.
21. **CUSTOMER DISCLOSURE AUTHORIZATION:** By signing the Funds Reservation Agreement, Applicant confirms they are the authorized representative for the electric account holder identified in the Funds Reservation Agreement and authorized PCEA to disclose Customer's account status and participation in the PCEA Program. If Applicant is not the authorized representative for the electric account holder identified in the Funds Reservation Agreement, the Applicant certifies that they have submitted a Third Party Designated Applicant Assignment Form to verify that the Site Owner has delegated authority to the Applicant to represent the Site Owner and execute the Funds Reservation Agreement.



**Peninsula Clean Energy
Electric Vehicle Ready Program
Fund Reservation Agreement**

Applicant First Name	Anil
Applicant Last Name	Kapur
Title	Property Manager
Organization	Edgeview Terrace Apartments
Email	(Redacted)
Phone Number	(Redacted)
Proposed Site Address	438 89TH ST
City	DALY CITY
Zip Code	94105
Service Agreement ID	(REDACTED)
Project ID	PROJ-020823-8858

EV Charging Infrastructure Project Description:

Project Type	Existing Multi-Unit Dwelling
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	Level 1 Outlets	Level 2 Outlets	Level 2 Charge Ports	Make Ready Ports
Submitted # Ports	18	0	0	0
Reserved Funds	\$36,000.00	\$0.00	\$0.00	\$0.00

Panel Upgrade	\$10,000.00
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Total Reserved Funds

\$46,000.00

Notes

Peninsula Clean Energy Authority ("PCEA") cannot guarantee rebate funds beyond what was reserved nor can rebate funds exceed 100% of the total project costs. Final projects with less ports than projected will only receive rebates for installed ports, up to the amount reserved.

By signing below, the site owner ("Site Owner") or, if the property is owned by a commercial or corporate entity, the representative of the ownership entity ("Owner Representative") agrees to the "Electric Vehicle (EV) Ready Program" ("Program") Terms & Conditions. If neither Site Owner nor Owner Representative executes the Agreement, the applicant ("Applicant") certifies that a

Designated Applicant Assignment form was completed and submitted to PCEA to verify that the Site Owner or Owner Representative has designated the applicant ("Designated Applicant") authority to represent the Site Owner in the Program and execute all legal agreements as required by the Program.

The undersigned here is the: ☐ Site Owner or Owner Representative OR ☐ Designated Applicant

[DocuSign]

Applicant Signature Date

Peninsula Clean Energy Representative Signature Title Date

Peninsula Clean Energy EV Ready Program Terms and Conditions

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PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence

DATE: December 13, 2024
MEETING DATE: December 19, 2024
VOTE REQUIRED: Majority Vote

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Jeremy Waen, Senior Director of Regulatory Policy

SUBJECT: Approval of Revisions to the Disadvantaged Communities Green Tariff and Community Solar Green Tariff Tariff Sheets

RECOMMENDATION

Approval of revisions to the Disadvantaged Communities Green Tariff (“DAC-GT”) and Community Solar Green Tariff (“CSGT”) as directed by the California Public Utilities Commission.

BACKGROUND

On June 22, 2018, the California Public Utilities Commission (“CPUC”) approved [\(“D.”\)18-06-027](#) *Alternate Decision Adopting Alternatives to Promote Solar Distributed Generation in Disadvantaged Communities*, adopting new programs to promote the installation of renewable generation among residential customers in disadvantaged communities. This was directed by the California Legislature in Assembly Bill (AB) 327 (2013). Pursuant to D.18-06-027, Community Choice Aggregators (“CCAs”) may develop and implement their own DAC-GT and CSGT programs.

The key goals of these programs are: (1) to enable disadvantage community (DAC) residents meeting qualifying criteria to participate in renewable energy projects, and (2) promote development of renewable projects in DACs. Customers enrolled in the DAC-GT and CSGT programs receive a 20% discount on their full electric bill. As part of the program, Peninsula Clean Energy Authority (“PCE”) and other administrators receive cost recovery from the CPUC for all above-market costs associated with the program.

In April 2021, the CPUC approved PCE’s implementation plan and budget for administering the DAC-GT and CSGT programs. PCE was originally allocated 1.236 MW for its DAC-GT program and 0.4025 MW for its CSGT program, enough to serve approximately 800 residents in San Mateo County across both programs. Subsequently, the CPUC authorized the transfer of 2.5 MW of capacity from Pacific Gas and Electric Company’s DAC-GT program to PCE’s DAC-GT program. This enabled PCE to enroll existing Los Banos residents in the program. With this transfer, PCE’s total program capacity is now 3.74 MW. The program launched in San Mateo County in early 2022 and in Los Banos in early 2023. Approximately 1,400

customers are currently being served.

PCE negotiated with Marin Clean Energy ("MCE") to utilize a portion of the generation from a qualifying MCE solar installation on an interim basis. PCE also signed a Power Purchase Agreement ("PPA") for a solar resource located in Merced County that will come online in early 2025 due to multiple project delays. These resources serve customer subscriptions for PCE's DAC-GT and CSGT programs. These programs are available to residential PCE customers who are eligible for the California Alternate Rates for Energy ("CARE") or Family Electric Rate Assistance ("FERA") programs and live within a DAC. A DAC is defined as a census tract in the top quartile of the CalEnviroScreen assessment managed by the Cal EPA Office of Environmental Health Hazard Assessment.

The programs have limited availability and customers are auto-enrolled as availability frees up over time. Once PCE reaches its program cap, a waitlist is maintained for new subscriptions. New participating customers are enrolled on a rolling basis as customers leave PCE service, become ineligible, or drop the service for any reason.

On June 7, 2024, the Commission issued D.24-05-065 ("Decision") and made several modifications to the DAC-GT and CSGT programs. The Decision discontinued the CSGT program and any program capacity was consolidated into the DAC-GT program. The Decision also modified siting requirements to allow eligible projects to be located no more than five miles from eligible DAC census tracts. The Decision also allocated additional DAC-GT program capacity to each Program Administrator who is close to being fully procured, such as PCE. This additional capacity allows the enrollment of an additional 50 percent of eligible customers. As a result of these modifications, PCE's DAC-GT program capacity increased from 3.37 MW to 6.0125 MW. This expanded the number of customers PCE expects to serve with this program from approximately 1,400 to approximately 2,200.

The Board of Directors has previously taken action twice on these programs. In December 2021, the Board of Directors approved the original tariffs for the DAC-GT and CSGT programs. In May 2023, following the issuance of CPUC Resolution E-5212, the Board of Directors approved updated tariffs that reflected mandatory changes to the programs' eligibility requirements.

DISCUSSION

PCE requests approval of modifications to its DAC-GT and CSGT tariffs. The modifications in the DAC-GT and CSGT tariffs are reflected in the attached appendix and listed below. The CPUC accepted PCE's amended tariff sheets on November 15, 2024.

Appendix A: DAC-GT Tariff Schedule (redline):

- **Applicability:** Edits were made to Section 1 related to paired storage, new siting requirements, and program availability. The definition of Qualified Facilities ("QF") is expanded to include Renewable Portfolio Standard-eligible generating facilities paired with storage, to specify that QFs are located within or no more than 5 miles from a disadvantaged community in PG&E's service territory, and to clarify customers are enrolled via auto-enrollment.
- **Terms and Conditions:** Edits were made to Section 3 related to customer enrollment to clarify that auto-enrollment is used. Additionally, Section 3 now specifies that customers are eligible to remain on DAC-GT for up to 20 years or until there are not sufficient

dedicated resources to support the program.

- CSGT: All mentions of the CSGT program are removed.

In addition to the DAC-GT tariff updates, PCE is updating the CSGT tariff by discontinuing the tariff per the Decision.

FISCAL IMPACT

PCE will be reimbursed for the cost of program administration, bill discounts, and the above-market costs of its solar procurements. As such, this should have no fiscal impact.

STRATEGIC PLAN

Goal 1 – Power Resources

Objective C. Local Power Resources: Create a minimum of 20 MW of new power sources in our service territory by 2025

Goal 3 – Community Energy Programs

Objective B: Community Benefits: Deliver tangible benefits throughout our diverse communities

- Key Tactic 2. Develop programs that support the satisfaction and retention of residential and key accounts
- Key Tactic 4. Ensure programs are broadly deployed across the County

ATTACHMENTS:

[REDLINE DAC-GT Tariff Schedule \(March 2023 v Sept 2024 filing\).pdf](#)

RESOLUTION NO. _____

**PENINSULA CLEAN ENERGY AUTHORITY, COUNTY OF SAN MATEO, STATE OF
CALIFORNIA**

**APPROVAL OF REVISIONS TO THE DISADVANTAGED COMMUNITIES GREEN TARIFF
AND COMMUNITY SOLAR GREEN TARIFF TARIFF SHEETS**

RESOLVED, by the Peninsula Clean Energy Authority of the County of San Mateo, State of California, that

WHEREAS, PCE was formed on February 29, 2016; and

WHEREAS, reducing greenhouse gasses to reduce adverse public wellbeing and economic impacts of climate change is an organizational priority for PCE; and

WHEREAS, PCE's goals call for creating a minimum of 20 MW of new power sources in our service territory by 2025; and

WHEREAS, PCE's goals call for delivering tangible benefits throughout our diverse communities; and

WHEREAS, the California Public Utilities Commission established the Disadvantaged Communities Green Tariff (DAC-GT) and Community Solar Green Tariff (CSGT) to provide local clean energy benefits to disadvantaged communities; and

WHEREAS, PCE has been authorized by the California Public Utilities Commission to provide these programs in its service territory;

WHEREAS, the California Public Utilities Commission issued D.24-05-065 that discontinued the CSGT program and amended the DAC-GT program to expand project site eligibility to no more than five miles from eligible DAC census tracts and increase program capacity by an additional fifty (50) percent of eligible customers;

WHEREAS, PCE submitted amended DAC-GT and CSGT tariff sheets in compliance with D.24-05-065 that were then accepted by the California Public Utilities Commission on November 15, 2024.

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the

Board approves the revised Disadvantaged Communities Green Tariff (DAC-GT) and Community Solar Green Tariff (CSGT) tariff sheets as attached.

**Electric Schedule DAC-GT, *Disadvantaged Communities
Green Tariff Program***

Effective Date: [TBD upon PCE Board approval]

Proposed by Peninsula Clean Energy Authority



Peninsula Clean Energy Authority Disadvantaged Communities Green Tariff Program¹

The purpose of the DAC-GT program is to provide eligible customers residing in disadvantaged communities (“DACs”) as defined in the Terms and Conditions below with a bill credit while also having their usage met with up to 100% renewable energy from qualified renewable generating facilities in DACs (“Qualified Facilities”).

APPLICABILITY

This program is available to residential ~~PCE~~ Peninsula Clean Energy Authority (“PCE”) customers who are eligible for the California Alternate Rates for Energy (“CARE”) or Family Electric Rate Assistance (“FERA”) program and reside within a DAC.

Qualified Facilities are defined as new Renewable Portfolio Standard (RPS) eligible generating facilities and RPS-eligible generating facilities paired with storage with a nameplate rated generating capacity between 500 kW to 20 MW, that are located within or no more than 5 miles from a DAC in Pacific Gas and Electric Company’s (“PG&E”) service territory, and that supply energy to PCE via a Power Purchase Agreement for the purposes of ~~meeting~~ supplying customer subscriptions under ~~this~~ the DAC-GT program. Prior to new ~~qualified facilities~~ Qualified Facilities coming online, PCE will serve DAC-GT customers on an interim basis utilizing existing resources that otherwise meet all of the requirements of the DAC-GT program. Once the new DAC-GT facilities come online, PCE’s DAC-GT customer subscriptions will be served by these projects.

This program is available to customers via auto-enrollment on a first-come, first-served basis until customer subscriptions reach PCE’s DAC-GT program cap. ~~Enrollment in the DAC-GT program will occur as specified in the Terms and Conditions below.~~ Once PCE reaches its DAC-GT program cap, a ~~wait list~~ waitlist will be maintained for new subscriptions. When program capacity becomes available, PCE will auto-enroll new eligible customers on a first-come, first-served basis.

This program is not available to customers served under standby service, master-metered schedules, non-CARE/FERA eligible rates, Net Energy Metering rates, non-residential rates, ~~customers enrolled in PCE’s CSGT rate,~~ or to Direct Access customers or PG&E bundled customers.

This program ~~will be~~ was available for customer participation as of ~~[date TBD, to be specified by PCE Board of Directors]~~ February 1, 2022.

¹ The Disadvantaged Communities (“DAC-GT”) ~~and Community Solar Green Tariff (“CSGT”)~~ schedule ~~forms~~ form in this appendix ~~are~~ is provided for informational purposes to further support the California Public Utilities Commission’s (“Commission”) review of this Advice Letter. ~~These documents are~~ This document is pending Peninsula Clean Energy Authority (“PCE”) Board review and approval and may be updated to reflect the disposition of the PCE Board but ~~are~~ is provided herein as ~~examples~~ an example of the ~~documents~~ document PCE will utilize in implementing the ~~programs~~ program upon Commission approval of the Advice Letter.

RATES AND CREDITS

Customers taking service on this rate schedule will receive a 20% discount on the electric portion of the bill compared to their otherwise applicable tariff (“OAT”), including PCE generation charges, PG&E transmission and distribution charges, and PG&E CCA CRS charges, and will be applied prior to the application of state and local taxes. This discount applies as long as customers are enrolled under the program and compliant with all the eligibility and enrollment terms.

For low-income customers enrolled in the CARE or FERA programs, the OAT is the customer’s existing CARE or FERA rate. Accordingly, the 20% discount for these customers will be applied to low-income customer bills after the CARE/FERA discount has been applied.

~~For customers who are not enrolled in CARE or FERA programs, the OAT is the customer’s existing rate schedule before program enrollment.~~ Residential customer Service Agreement IDs (“SA IDs”) that are already enrolled in PCE’s 100 % renewable energy generation service option when enrolling under the program will be defaulted to PCE’s base rate for the purposes of calculating the 20% discount.

TERMS AND CONDITIONS

1. **Customer eligibility.** To enroll in this program customers must meet the following eligibility criteria:
 - a. **PCE enrollment:** Program participants must be residential PCE customers. PG&E bundled customers and customers served by Direct Access providers are not eligible to participate in this program.
 - b. **CARE/FERA eligibility:** Customers must be eligible for the CARE or FERA program. If a customer is not already enrolled in CARE or FERA they may enroll in CARE or FERA prior to signing up for the DAC-GT. If they elect not to enroll in CARE or FERA, they will be required to certify their eligibility for one of these programs as part of the process of enrolling in the DAC-GT.
 - c. **Disadvantaged community:** The customer’s service address must be located in a DAC. For the purposes of this tariff, the California Public Utilities Commission (“Commission”) has defined a DAC as a census tract identified by the version of CalEnviroScreen in effect when a Program Administrator’s DAC-GT implementation plan was approved by the CPUC or any subsequent versions -as either scoring among the top 25% of census tracts statewide, or census tracts scoring in the highest 5% of the CalEnviroScreen’s Pollution Burden and that do not have an overall CalEnviroScreen score because of unreliable socioeconomic or health data, or in California Indian Country as defined in 18 United States Code Section 1151, with the exception of privately held in-holdings, which are defined as non-Indian owned fee land located within the exterior boundaries of California Indian Country; in the event of multiple owners, such land shall be considered Indian owned if at least one owner is a tribe or tribal member,

regardless of the use of the land.

Pursuant to Resolution E-5212, census tract using CES criteria eligibility is additive. In the event the CalEnviroScreen tool is updated, customers whose service addresses are located in census tracts that either scored among the top 25% of census tracts statewide in a prior version of the CalEnviroScreen tool in effect on or after the date the Commission has approved a Program Administrator's DAC-GT implementation plan or as one of the census tracts in the top 5% of pollution burden as determined in a prior version of the CalEnviroScreen tool in effect on or after the date the Commission has approved a Program Administrator's implementation plan, may retain eligibility for DAC-GT, so long as such customer continues to meet all other eligibility criteria.

2. **Ineligible rates.** Customers served under the following rate schedules cannot concurrently participate in the DAC-GT:

- a. Net Energy Metering Standby service;
- ~~a.b. Master-metered rate~~ schedules;-
- ~~b. Other 100% renewable energy rates including PCE's 100% ECO100 rate and CSGT;~~
- ~~c. Customers served under a master meter rate schedule;~~
- ~~d.c. Non-CARE/FERA eligible rates; and rate schedules;~~
- d. Net Energy Metering rate schedules;
- e. Non-residential rate schedules;
- f. Direct Access customers; and
- e.g. PG&E bundles customerd.

3. **Customer enrollment and term.** After the program start date, service under this program will become effective within two billing periods after PCE ~~receives a request from a customer to enroll in this program and PCE~~ has confirmed that the customer meets program eligibility requirements and that there is sufficient capacity to ~~serve~~auto-enroll the customer.

Customers subscribe to a percentage of the total capacity of all solar resources under the program based on their previous 12-month average monthly usage.² This percentage allocation is set at the time of customer subscription but may be revisited periodically to ensure accurate allocations of project capacity.

There is no minimum length of time that a customer must take service under this program. There is also no termination fee associated with de-enrolling from the DAC-GT program. In the event a customer elects to no longer receive service under this program, the change will become effective no later than two billing periods after the date that PCE receives the customer's request to de-enroll from the DAC-GT.

Customers are eligible to remain on the DAC-GT for a period of up to 20 years ~~from the~~

² If previous 12-month historical usage is not available, the average monthly usage will be derived from as many months as available. For customers establishing new service, the class average monthly usage will be used.

~~date they first began service under this, or until there are not sufficient dedicated resources to support the~~ program.

In the event that a customer turns off electric service at their current address and moves to a new location, they will retain their status as a program participant if they still meet the eligibility requirements. Additionally, the customer's turn-on date at the new location must be within 90 days of the final billing date at their original location and PCE must receive the customer application within 90 days of the customer's turn-on date. If the customer opens up their new account at the new address under a different name, the customer will need to recertify eligibility at the new location for service under this program. If they still meet the ~~eligibility~~forementioned requirements, the customer will retain their status as a program participant ~~as long as the customer's turn-on date at the new location is within 90 days of the final billing date at their original location and PCE receives the customer application within 90 days of the customer's turn-on date.~~

Customers who, after enrollment into the DAC-GT, become ineligible for CARE or FERA will be ~~de-enrolled~~unenrolled from this program.

4. **Maximum subscription per customer.** Enrollment in this program is capped at 2 megawatts for any single customer.
5. **Metering.** All customers must be metered according to the requirements of their OAT.



**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: December 13, 2024
MEETING DATE: December 19, 2024
VOTE REQUIRED: Majority Vote

TO: Honorable Peninsula Clean Energy Authority Board of Directors
FROM: Brianna Arroyo, Interim Board Clerk
SUBJECT: Approval of Minutes from the November 21, 2024 Board of Directors Meeting

RECOMMENDATION

Approval of Minutes from the November 21, 2024 Board of Directors Meeting

BACKGROUND

Approval of Minutes from the November 21, 2024 Board of Directors Meeting

ATTACHMENTS:

[11-21-2024 BOD Minutes.pdf](#)



Regular Meeting of the Board of Directors of the Peninsula Clean Energy Authority (PCEA) Minutes

Thursday, November 21, 2024
6:30 p.m.
Zoom Video Conference and Teleconference

CALL TO ORDER

Meeting was called to order at 6:35 p.m. in virtual teleconference, in the Peninsula Clean Energy Authority lobby and in the Los Banos City Hall conference room A.

ROLL CALL

Participating:

Dave Pine, San Mateo County
Ray Mueller, San Mateo County
Stacy Holland, Atherton
Tom McCune, Belmont
Donna Colson, Burlingame, *Chair*
Ken Gonzalez, Colma
Roderick Daus-Magbual, Daly City
Carlos Romero, East Palo Alto
Sam Hindi, Foster City
Harvey Rarback, Half Moon Bay
Paul Llanez, Los Banos
Betsy Nash, Menlo Park
Anders Fung, Millbrae
Tygarjas Bigstych, Pacifica
Jeff Aalfs, Portola Valley
Elmer Martinez Saballos, Redwood City
Marty Medina, San Bruno, *Vice Chair*
John Dugan, San Carlos
Adam Loraine, San Mateo

Absent:

Coleen Mackin, Brisbane
Leslie Ragsdale, Hillsborough
James Coleman, South San Francisco
Ned Fluett, Woodside

A quorum was established.

PUBLIC COMMENT: None

Motion: [Vice Chair Medina and Director Hindi moved to allow Director Fung to participate via Ab](#)
[2449.](#) 

MOTION PASSED: 19-0 (Absent: Brisbane, Hillsborough, South San Francisco, and Woodside)

JURISDICTION	BOARD MEMBER	YES	NO	ABSTAIN	ABSENT
San Mateo County	Director Pine	X			
San Mateo County	Director Mueller	X			
Atherton	Director Holland	X			
Belmont	Director McCune	X			
Brisbane	Director Mackin				X
Burlingame	Director Colson	X			
Colma	Director Gonzalez	X			
Daly City	Director Daus-Magbual	X			
East Palo Alto	Director Romero	X			
Foster City	Director Hindi	X			
Half Moon Bay	Director Rarback	X			
Hillsborough	Director Ragsdale				X
Los Banos	Director Llanez	X			
Menlo Park	Director Nash	X			
Millbrae	Director Fung	X			
Pacifica	Director Bigstyk	X			
Portola Valley	Director Aalfs	X			
Redwood City	Director Eakin	X			
San Bruno	Director Medina	X			
San Carlos	Director Dugan	X			
San Mateo	Director Loraine	X			
South San Francisco	Director Coleman				X
Woodside	Director Fluet				X
Total		19			4

ACTION TO SET THE AGENDA AND APPROVE REMAINING CONSENT AGENDA ITEMS

Public Comment: None

MOTION: [Director Loraine moved, seconded by Director Fung to set the Agenda, and approve Agenda Item Numbers 1-6.](#) 

1. Approval of Data Management and Billing Services Contract with Calpine Community Energy
2. Approval of Peninsula Clean Energy's 2023 Power Source Disclosure Annual Reports and Power Content Label

3. Approval of Member Agency Energy Grant Agreement with the City of San Mateo for\$1,406,718
4. Approval of Brillion Contract for Salesforce Licensing and Support in an Amount Not-To-Exceed \$555,000 Over Three Years
5. Approval of the 2025 Board Meeting Schedule
6. Approval of Minutes from the October 24, 2024 Board of Directors Meeting

MOTION PASSED: 19-0 (Absent: Brisbane, Hillsborough, South San Francisco, and Woodside)

JURISDICTION	BOARD MEMBER	YES	NO	ABSTAIN	ABSENT
San Mateo County	Director Pine	X			
San Mateo County	Director Mueller	X			
Atherton	Director Holland	X			
Belmont	Director McCune	X			
Brisbane	Director Mackin				X
Burlingame	Director Colson	X			
Colma	Director Gonzalez	X			
Daly City	Director Daus-Magbual	X			
East Palo Alto	Director Romero	X			
Foster City	Director Hindi	X			
Half Moon Bay	Director Rarback	X			
Hillsborough	Director Ragsdale				X
Los Banos	Director Llanez	X			
Menlo Park	Director Nash	X			
Millbrae	Director Fung	X			
Pacifica	Director Bigstyk	X			
Portola Valley	Director Aalfs	X			
Redwood City	Director Eakin	X			
San Bruno	Director Medina	X			
San Carlos	Director Dugan	X			
San Mateo	Director Loraine	X			
South San Francisco	Director Coleman				X
Woodside	Director Fluet				X
	Total	19			4

REGULAR AGENDA

7. [Chair Report](#) 

Donna Colson, Chair of the Board gave a chair report.

8. [CEO Report](#) 

Shawn Marshall, Chief Executive Officer, gave a brief CEO report

9. Community Advisory Committee Report

None

10. [Approval of an Updated Energy Risk Policy, Replacing Current Policies 7 and 15 \(Action\)](#)



Public Comment: None

MOTION: Director Bigstyk moved, seconded by Director Pine to approve an Updated Energy Risk Policy, replacing current policies 7 and 15.

MOTION PASSED: 19-0 (Absent: Brisbane, Hillsborough, South San Francisco, and Woodside)

JURISDICTION	BOARD MEMBER	YES	NO	ABSTAIN	ABSENT
San Mateo County	Director Pine	X			
San Mateo County	Director Mueller	X			
Atherton	Director Holland	X			
Belmont	Director McCune	X			
Brisbane	Director Mackin				X
Burlingame	Director Colson	X			
Colma	Director Gonzalez	X			
Daly City	Director Daus-Magbual	X			
East Palo Alto	Director Romero	X			
Foster City	Director Hindi	X			
Half Moon Bay	Director Rarback	X			
Hillsborough	Director Ragsdale				X
Los Banos	Director Llanez	X			
Menlo Park	Director Nash	X			
Millbrae	Director Fung	X			
Pacifica	Director Bigstyk	X			
Portola Valley	Director Aalfs	X			
Redwood City	Director Eakin	X			
San Bruno	Director Medina	X			
San Carlos	Director Dugan	X			
San Mateo	Director Loraine	X			
South San Francisco	Director Coleman				X
Woodside	Director Fluet				X
	Total	19			4

11. [Acknowledgment and Appreciation of Outgoing Board Members \(Discussion\)](#)



Public Comment:

Nelly Wogberg, gave a public comment.

12. [Board Members' Reports](#)

Tygerjas Bigstyck gave a Board Member Report

ADJOURNMENT

Meeting was adjourned at 8:04 p.m.



PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence

DATE: December 13, 2024
MEETING DATE: December 19, 2024
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Executive Committee
FROM: Shawn Marshall, Chief Executive Officer
SUBJECT: CEO Report (Discussion)

BACKGROUND

This report is provided monthly to the Board of Directors and is informational only.

DISCUSSION

During the Board meeting, CEO Shawn Marshall will provide an update on a variety of PCE topics, including but not limited to: recent Moody's credit rating upgrade, a summary of 2024 accomplishments, and a Q1/Q2 2025 Look Ahead.

PCE In the Community

December 5	School Assembly Presentation at San Mateo High School, San Mateo
December 7	Presentation at Crocker Middle School, Hillsborough
December 10	Spanish Electrification Workshop, South San Francisco
December 12	Presentation to C/CAG, San Mateo County
December 18	City Council Christmas Mixer, Los Banos
January 25	Lunar New Year, Millbrae

CEO Member Agency Briefings

January 14	Millbrae
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Date TBD	Woodside
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PCE Staffing Update

Please Welcome to Our Team...

- Aleisha Juarez, Content Marketing Specialist
- Shelby Bush, Energy Efficiency Programs Manager



PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence

DATE: December 7, 2024
MEETING DATE: December 19, 2024
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Rafael Reyes, Senior Director of Energy Programs; Leslie Brown, Director of Account Services and Gwen Rose, Director of Marketing

SUBJECT: Enhancing Customer Experience: Launching Integrated Support for Clean Energy and Electrification Journeys (Discussion)

RECOMMENDATION

No Action recommended. Discussion only.

BACKGROUND

Peninsula Clean Energy (PCE) has been working toward providing seamless, personalized support to support customers to adopt clean energy solutions, and there is meaningful progress underway. With direction from the Board and leadership, PCE has steadily advanced its efforts to prioritize customer-centricity in all aspects of its work in Programs, Account Services, and Marketing.

The December 10, 2024 launch of PCE's in-house Contact Center, the January 22, 2025 launch of PCE's revamped website, and the ongoing rollout of PCE's Home Upgrades Services program mark a pivotal moment in customer support and engagement. These initiatives will transform the way PCE serves its customers, setting a new standard for customer care and support.

Key objectives of this cross-departmental move to customer-centricity are:

- Achieving meaningful reductions in greenhouse gas (GHG) emissions through residential electrification
- Enhancing customer retention and engagement
- Expanding PCE's brand awareness and reputation as a leader in clean energy

The following new initiatives directly support these objectives, laying a robust foundation for long-term success while addressing the needs of all customer segments.

DISCUSSION

Adopting a Customer-Centric Approach

Customer-centricity underpins PCE's strategy for advancing residential decarbonization. Recent efforts to refine PCE's brand strategy, messaging platform, and digital presence emphasize inclusivity and accessibility and aim to ensure PCE's services resonate with diverse audiences. The in-house Contact Center and new website provide essential tools to engage effectively with customers, while the Home Upgrades Services program exemplifies the high-touch support required to drive adoption of electrification measures.

Call Center: A New Standard for Support

Historically outsourced, PCE's customer support function is transitioning in-house to ensure a consistent, high-quality experience. The Contact Center, which launched on December 10, 2024, is designed to address a broad range of needs, including:

- Resolving billing inquiries and mitigating opt outs
- Help qualifying customers take advantage of energy assistance programs
- Educating customers about clean energy solutions
- Supporting program participation and application processes

By centralizing customer service, PCE can better support all customers by ensuring that equity and accessibility remain at the core of our operations. An optional post call satisfaction survey will be implemented to allow customers to provide feedback on their interactions with our Contact Center team. This approach also fosters trust which is essential for engaging beyond "deep green" audiences.

Website: A Gateway to Enhanced Engagement

The redesigned website, launching January 22, 2025, will serve as a vital resource for customers and provide clear and accessible information about PCE's offerings. Key features of this initial release include:

- Simplified Navigation: Tailored to meet diverse customer needs.
- Streamlined Access: Clear pathways to eligibility criteria and program applications.
- Search Functionality: Enabling residential customers to easily find applicable discounts, rebates, and incentives.
- Brand Integration: Reflecting PCE's updated brand strategy and messaging platform to reinforce our identity and mission.

Future updates will focus on expanding functionality to support customers' electrification journeys, including decision-making tools and explainer videos to demystify complex topics. Designed to showcase the breadth of PCE's work, the website emphasizes storytelling and building emotional connections with our customers.

The platform is scalable, allowing it to grow alongside PCE's decarbonization ambitions, and prioritizes accessibility to ensure all customers—regardless of income or familiarity with clean energy—can confidently access and benefit from our services.

PCE Home Upgrades Services: High-Touch Electrification

PCE's Home Upgrades Services program represents our most comprehensive approach to residential decarbonization yet. This solution provides:

- Turnkey Solution: Full-service electrification for single-family homes.
- Concierge Services: Personalized guidance for planning and managing electrification

projects.

- Emergency Water Heater Replacement: Rapid, customer-friendly solutions for urgent needs.

The program was soft launched in October 2024 and focused on income qualifying customers. The program will fully launch in Q1/Q2 2025 to all customers on a tiered support basis. By delivering tailored, in-home services, PCE aims to ensure that electrification is not only accessible but also seamless and respectful of the personal space of our customers.

This high-touch model directly supports deeper decarbonization by addressing barriers to adoption-- including complexity and cost-- while delivering superior customer experiences that build trust and engagement.

Continual Improvement

The launch of these initiatives represents important first steps toward creating seamless and personalized customer support. As part of this effort, there is continual learning and improvement with data from surveys, web analytics, and insights from customer calls to inform ongoing enhancements to the customer experience. With this information and cross-team collaboration, PCE's services are evolving to meet the diverse and changing needs of our customer base while aligning with PCE's broader goals.

Conclusion

PCE is delivering on its longstanding commitment to transform how we serve our customers. The Contact Center, new website, and Home Upgrades Services program together lay a foundation for better customer experiences, higher program participation, and measurable GHG reductions.

These initiatives reflect PCE's belief that exceptional customer care is the key to achieving both environmental and organizational goals. By prioritizing customer-centricity, PCE is positioned as a leader in clean energy solutions and a trusted partner in the transition to a sustainable future.

FISCAL IMPACT

There are no fiscal impacts associated with this Board update.

STRATEGIC PLAN

Energy Programs

Goal: Implement robust energy programs that reduce GHG emissions, align energy supply and demand,
and provide benefits across the community

- Objective A, Key Tactic 4: Establish preference for all-electric building design and appliance replacement among consumers and building stakeholders
- Objective B, Key Tactic 1: Invest in programs that benefit underserved communities
- Objective B, Key Tactic 3: Support workforce development programs in the County

Marketing

Goal: Develop a strong brand reputation that drives participation in Peninsula Clean Energy's programs and ensures customer satisfaction and retention.

Objectives:

1. Brand Reputation: Elevate Peninsula Clean Energy's brand reputation as a trusted leader in the community and the industry.
2. Engagement: Educate and engage stakeholders in order to gather input, inspire action, and drive program participation

Account Services

Goal: Ensure high customer retention and satisfaction

Objectives:

1. Customer Care: Ensure High Customer Retention and Satisfaction
2. Operational Excellence: Build and Maintain Strong Partner Relations
3. Customer Data: Improve Access to Energy Data and Analytics



PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence

DATE: December 7, 2024
MEETING DATE: December 19, 2024
VOTE REQUIRED: Majority Vote

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Gwen Rose, Director of Marketing

SUBJECT: Approval of Contract Amendment with IDLab Global for Brand and Marketing Services in an Amount Not-To-Exceed \$975,575 (Action)

RECOMMENDATION

Approve an amendment to the existing contract with IDLab Global, increasing the not-to-exceed amount from \$660,000 to \$975,575 and extending the expiration date to August 31, 2025.

BACKGROUND

Peninsula Clean Energy (PCE) is partnering with IDLab to advance key marketing initiatives to support the mission of providing cleaner, more affordable, and reliable energy. These initiatives aim to enhance PCEA's brand presence, improve customer engagement, and drive participation in critical offerings, such as the Home Upgrade Services.

In December 2023, IDLab was selected to help refresh PCE's brand strategy. Building on this work, PCE amended the contract in June 2024 to include crafting social media strategy, building a new website, and providing support for a variety of marketing campaigns including marketing strategy, channel strategy, messaging, creative assets, and project management. Staff seeks to amend the contract term and not-to-exceed amount to support several marketing initiatives in the first half of 2025, including:

- Enhancing the new website with new pages, functionality and content
- Developing the strategy and creative assets for the Home Upgrade Services campaign
- Supporting the organization through a name and logo exploration process

This memo outlines progress to date and upcoming deliverables for these efforts.

DISCUSSION

Marketing objectives in the Board-approved Strategic Plan 2020–2025 include elevating Peninsula Clean Energy's brand reputation and educating and engaging stakeholders to gather input, inspire action, and drive participation in energy offerings. A strong and relatable

brand, coupled with a positive brand experience, is essential to delivering messages about electrification and decarbonization effectively.

Peninsula Clean Energy aims to communicate and build its brand with a much larger percentage of customers in the service territory to maximize the impact of its initiatives. Customer research conducted in Q2 2023 identified significant opportunities to strengthen connections between the benefits and services we offer and customer perceptions. This research revealed gaps in awareness, familiarity, and favorability metrics, reinforcing the need for a more customer-centered approach to marketing and communications.

Our updated brand strategy focuses on bridging these gaps by reimagining the customer experience and aligning it with Peninsula Clean Energy's aspirations for increased engagement and satisfaction. This approach aims to elevate our brand reputation, build trust, and inspire action among our customers.

Since their selection, ID Lab Global has worked closely with Peninsula Clean Energy's team to develop an updated brand strategy. This collaboration has included refining the brand identity and aligning it with the organization's goals and mission. In the next phase, ID Lab Global will assist in implementing the updated brand strategy through several key initiatives, including website launch and updates, a campaign to support the Home Upgrade launch, name and logo exploration, social media and other marketing support, as needed.

Website Updates

IDLab is providing strategic leadership and creative support to implement new website pages aligned with PCE's priorities for 2025. Key tasks include:

- Content Development: Writing and editing content for new web pages, ensuring clarity and search optimization
- Design: Updating the site map, creating wireframes, and delivering Figma files for new page designs
- Implementation: Supporting PCE's internal team in building and deploying web pages

Deliverables:

- A prioritized schedule for website updates for January–June 2025
- Finalized copy and designs for assigned pages

Future releases will focus on:

- Enhancing customer-facing pages for Home Upgrade Services
- Developing templates and back-end functionality that supports the team's in-house operation of the website

Home Upgrade Campaign

IDLab will work with the Marketing team to develop a campaign plan to drive awareness and participation in PCE's Home Upgrade Services. This campaign will leverage a mix of organic and paid channels. Organic channels include social media posts on platforms like Instagram, Facebook, LinkedIn, or Twitter without paid boosting, optimizing content to rank high in search engine results, email marketing, content marketing like blog posts, videos, infographics, and case studies. Paid channels involve allocating budget to reach a wider or more targeted audience quickly. Examples include: paid promotions on platforms like Facebook, Instagram, or LinkedIn, search engine marketing (SEM) such as pay-per-click ads on Google, and display advertising.

Key deliverables:

- Campaign brief outlining goals, messaging, and recommended tactics
- Fully designed assets and creative for paid and organic promotions

Name and Logo Exploration

As PCE is rebranding, there is a potential to explore names and visual identities that may better reflect the organization's evolving mission and resonate with customers. This effort includes stakeholder interviews, criteria development, brainstorming, and iterative refinement of name options.

Deliverables:

- Insights Brief summarizing stakeholder feedback
- Criteria document to guide name evaluation
- Naming options with mood boards to visualize potential branding

Other

- Social Media Strategy Support: IDLab will support PCE's social media efforts, including onboarding new staff to an updated strategy, providing ongoing guidance and monthly performance reviews.
- Project Management: IDLab is managing timelines, deliverables, and collaboration with PCEA's team to ensure successful project execution

FISCAL IMPACT

The amended contract with ID Lab has a scope of work that is estimated at \$315,575 with a new not-to-exceed contract amount of \$975,575. This is included in the FYE 2025 marketing budget.

STRATEGIC PLAN

Goal: Develop a strong brand reputation that drives participation in Peninsula Clean Energy's programs and ensures customer satisfaction and retention.

Objectives:

1. Brand Reputation: Elevate Peninsula Clean Energy's brand reputation as a trusted leader in the community and the industry.
2. Engagement: Educate and engage stakeholders in order to gather input, inspire action, and drive program participation

ATTACHMENTS:

[CONTRACT Amendment PCE Template -ID Lab Amendment 2 December 2024.docx](#)

RESOLUTION NO. _____

PENINSULA CLEAN ENERGY AUTHORITY, COUNTY OF SAN MATEO, STATE OF CALIFORNIA

APPROVAL OF CONTRACT AMENDMENT WITH IDLAB GLOBAL FOR BRAND AND MARKETING SERVICES IN AN AMOUNT NOT-TO-EXCEED \$975,575 (ACTION)

RESOLVED, by the Peninsula Clean Energy Authority of the County of San Mateo, State of California, that

WHEREAS, the Peninsula Clean Energy Authority ("Peninsula Clean Energy" or the "Authority") was formed on February 29, 2016; and

WHEREAS, ID Lab Global was selected to provide brand and marketing services to PCEA, including brand strategy, brand identity, messaging platform, brand rollout, and a comprehensive marketing and communications plan; and

WHEREAS, ID Lab Global was selected based on their experience and unique set of capabilities that combines years of energy marketing, energy efficiency, and behavioral program leadership with global private-sector marketing and branding expertise; and

WHEREAS, an Agreement with ID Lab Global was executed in the amount of \$300,000 on January 2, 2024 with the term from January 2, 2024 through December 31, 2024; and

WHEREAS, the Agreement was amended on June 27, 2024 by \$360,000 with a not-to-exceed \$660,000; and

WHEREAS, the parties wish to amend the Agreement to support brand and marketing projects, including the website, social media, campaigns, and name and logo exploration and to increase the not-to-exceed amount by \$315,575; and

NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED that the CEO is authorized to execute an amendment to the Agreement with ID Lab Global for brand and marketing services in the amount of \$315,575 for a total not to exceed amount of \$975,575.

**AMENDMENT NO. 2 TO AGREEMENT BETWEEN PENINSULA CLEAN ENERGY
AUTHORITY AND ID Lab Global LLC**

THIS AMENDMENT TO THE AGREEMENT, entered into this 19th day of December, 2024 by and between PENINSULA CLEAN ENERGY AUTHORITY, a California joint powers authority, hereinafter called "PCEA," and ID Lab Global LLC, hereinafter called "Contractor";

W I T N E S S E T H:

WHEREAS, the parties entered into an Agreement on January 2, 2024, for the purpose of marketing services for brand development, which could include brand strategy, messaging, logo, graphic identity; written and graphic standards and guidelines; development and production of tag lines and/or templates for various communications; and

WHEREAS, the parties wish to amend the Agreement to support brand and marketing projects including the website, social media, campaigns, and name and logo exploration, and;

WHEREAS, the parties wish to amend the Agreement to increase the maximum amount by \$315,575 to an amount not to exceed \$975,575; and

**NOW, THEREFORE, IT IS HEREBY AGREED BY THE PARTIES HERETO AS
FOLLOWS:**

- 1. The text of Section 3 Payment shall be amended such to replace: "In no event shall PCEA's total fiscal obligation under this Agreement exceed six hundred and sixty thousand dollars (\$660,000) which shall be paid by PCEA." with: "In no event shall PCEA's total fiscal obligation under this Agreement exceed nine hundred seventy-five thousand five hundred seventy-five dollars (\$975,575) which shall be paid by PCEA."**
- 2. The text of Section 4 Terms shall be amended such to replace: "Subject to compliance with all terms and conditions, the term of this Agreement shall be from January 2, 2024 through December 31, 2024." with: "Subject to compliance with all terms and conditions, the term of this Agreement shall be from January 2, 2024 through August 31, 2025."**
- 3. The text of Exhibit A shall be replaced in its entirety with "Exhibit A – Amended December 19, 2024" as attached.**
- 4. The text of Exhibit B shall be replaced in its entirety with "Exhibit B – Amended December 19, 2024" as attached.**
- 5. Except as expressly amended herein, all other provisions of the Agreement shall remain in full force and effect.**
- 6. This Amendment No. 2 shall take effect upon the date of execution by both parties.**

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as set forth below.

Peninsula Clean Energy Authority

By: _____
Shawn E. Marshall, CEO

Dated: _____

By: _____

Name: _____

Title: _____

Dated: _____

Exhibit A - Amended Dec 19, 2024

In consideration of the payments set forth in Exhibit B, Contractor shall provide the following services:

Marketing Services Summary

Contractor is being engaged as the prime contractor to perform the following services:

- Plan, design and create new pages and content for PCEA website
- Onboard PCEA's new social media hire to the new social media strategy
- Home Upgrade campaign planning and creative execution
- Lead PCEA through a process to rename the company

To achieve these objectives, Contractor will guide PCEA's marketing leadership and team to jointly plan and deliver the following:

1. Review documentation of website updates and prioritize updates for January through June of 2025
2. Write new copy for select web pages assigned to Contractor
3. Design new website pages assigned to Contractor and deliver to PCEA to implement
4. Implement new web pages assigned to Contractor
5. Provide creative direction to PCEA team as they design new website pages
6. Design assigned Home Upgrade pages of the website
7. Develop Home Upgrade campaign plan (a mix of organic and paid channel use)
8. Create assets and creative to support the Home Upgrade campaign (e.g. copywriting, asset creation, graphic design, video editing, etc.)
9. Develop criteria and lead PCEA through a process to explore a name and logo change

Scope

The tasks and deliverables outlined in this Exhibit define the scope between Contractor and PCEA. A project kick-off meeting will be held to discuss each project, project specific goals and objectives, desired outcomes for each project, and a clear definition of the roles and responsibilities of all parties involved. The following table lists key tasks, deliverables, and responsibilities.

Project/Service	Description	IDLab	PCEA
Website Strategy	Provide strategic guidance and tactical leadership for all new	Contractor will: • Track all new website	PCEA will: • Add new website

	pages that need to be added to the PCEA website.	pages using content inventory sheet • Prioritize new website pages • Define the content strategy for each new page	pages to the content inventory sheet • Provide direction or feedback to prioritize new website pages • Review all strategic and tactical deliverables and provide feedback and/or approval
Website Content	Write new copy or edit existing copy for all assigned new PCEA website pages.	Contractor will: • Draft outlines for each page to guide copywriter • Write copy for all assigned pages • Ensure content is created, structured and tagged for search optimization • Review and edit copy on PCEA written pages • Proofread all assigned pages Deliverables: Copy documents for each assigned page, including outlines and final copy.	PCEA will: • Review all copy documents (outlines and page copy) and provide feedback and/or approval • Write copy for PCEA assigned pages

Website Design & Development	Design all new assigned PCEA website pages.	Contractor will: • Update site map and create any new wireframes required to support new templates • Design all new website pages in Figma • Deliver Figma files to PCEA to implement designs (build new pages) • Provide creative direction to ensure pages are implemented as designed • Build assigned pages and/or assist PCEA with co-building pages • Ensure content structured and tagged for search engine optimization Deliverables: Figma files for all page designs.	PCEA will: • Review all page designs and provide feedback and/or approval • Build web pages (implement designs) and revise based on Contractor's creative direction or feedback • QA each page • Deploy pages on staging environment to production environment
Social Media Strategy Support	Onboard PCEA's Social Media Manager to the new social	Contractor will: • Onboard the team to the	PCEA will: • Participate in onboarding

	media strategy.	new social media strategy • Provide strategic guidance to PCE team to create monthly social content calendar • Participate in monthly social media performance reviews	meetings • Develop monthly social content calendars • Lead monthly meetings to review social media performance
Home Upgrade Campaign Plan	Develop a campaign plan to support driving awareness and engagement with PCEA Home Upgrade program(s).	Contractor will: • Write campaign brief • Keyword analysis and recommendations; incl. content topics • Marketing tactics may include: 4 or more landing pages, paid search, email (promo, drip & nurture), retargeting and display ads, social – paid and organic, video ads using stock, content for syndication and marketing Deliverable: Home	PCEA will: • Review brief and provide feedback and/or approval • Review all campaign creative and provide feedback and/or approval • Own setup of paid media consoles and accounts, publishing of paid ads, optimization of ads

		Upgrade campaign brief document.	
Home Upgrade Campaign Creative	Write the copy for and design all creative to be deployed to support the Home Upgrade campaign.	Contractor will: • Write copy for all campaign creative outlined in the brief • Design all campaign creative outlined in the brief (e.g. landing pages, social graphics, ad units, email graphics and images) • Design and build campaign landing pages Deliverables: Home Upgrade campaign creative source and production files.	PCEA will: • Review all campaign copy and creative and provide feedback and/or approval • Publish all assets and content delivered by Contractor • Publish all landing pages from staging environment to production environment
Brand Naming	Lead PCEA through a process to develop a new company name to replace Peninsula Clean Energy.	Contractor will: • Plan for and perform up to 8, 1 hour stakeholder interviews (groups or individuals) • Distill interview insights into a document: Insights Brief • Develop the criteria to be used to evaluate and	PCEA will: • Coordinate and schedule interviews • Participate in interviews • Review Insights Brief and provide feedback and/or approval • Review Naming Criteria and provide feedback

		score new names • Design mood boards to help visualize the persona of the name • Brainstorm, develop, present and iterate names • Perform web-based research to determine is name are available for use (not legal or trademark) Deliverables: Up to 8, 1 hr. interviews, insights brief document, and Naming document.	and/or approval • Review Mood Boards and provide feedback and/or approval • Review all rounds of company names delivered and provide feedback and/or approval
Project & Account Management	Contractor will assign an account lead and project manager who will be the points of contact between PCEA and Contractor and be responsible for managing the relationship, communications, tasks, and deliverables.	Contractor's account and project managers will: • Serve as main points of contact for PCEA • Manage scope, budget, and timelines • Maintain monthly deliverable tracker(s) • Communicate task or deliverable status	PCEA to provide a primary point of contact for Contractor and project managers for business needs, priorities, assignments, direction, and feedback on all deliverables.

		• Manage creative development from concept, planning, execution, quality assurance, and publishing • Create agendas & recaps, lead status meetings	
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3. Assumptions

Contractor will perform the above services of the project based on the following assumptions. Any deviation from the stated assumptions may result in a change to the level of effort, cost and timeline associated with this Project.

- Contractor to design all new website pages and PCEA to build/implement all pages. If Contractor's support is required on select pages, Contractor will assist.
- Website pages could consist of different content for different sections (e.g. Residential, Business, About, In the Community, Support, and Home Upgrade)
- The Naming project includes up to 11 rounds of names. Any rounds beyond 11 could incur more costs.
- PCEA is solely responsible for all legal review, hiring/paying for legal counsel, management of legal counsel and all final legal requirements.
- Associated legal costs are not included in this SOW and not the responsibility of Contractor.
- Any name or mark search performed by Contractor are to be seen as cursory and for informational/directional purposes only.
- Costs to roll out the new name and/or logo are not included in this SOW. The Parties agree that Contractor will provide a separate SOW, plan and budget should PCEA request assistance from Contractor to roll out the new name and/or logo.
- Any deliverable created by Contractor that PCEA uses for commercial purposes, shall be deemed accepted and approved.
- PCEA to provide Contractor with requested information, documentation or access to people and systems/technology related to this Exhibit according to the agreed upon schedule.

- PCEA to provide clear and consolidated feedback during review of any planning or deliverables within the required timeframe per the project schedule.
- Contractor will create, deliver, manage and update detailed project plans for each project. Project plans will first be approved by PCEA before Contractor will commence services. Contractor to use these plans to manage projects on time and on budget, and PCEA for internal management and project tracking.
- If Client should require more time to deliver on a dependency or to provide direction and/or feedback, then that project-specific schedule will be adjusted to provide Contractor or PCEA with sufficient time to deliver on all tasks and deliverables.
- PCEA shall notify Contractor in writing if they wish to make changes to the scope of work. Contractor will provide a revised estimate and receive written authorization prior to proceeding.
- The cost of any stock assets (e.g. images and videos) are not included in the budget for this project.
- There is no budget allocated towards testing new company names.
- PCEA to provide clear expectations regarding ADA/accessibility and Brown Act compliance requirements by the end of the requirements phase of the website redesign.

Exhibit B - Amended Dec 19, 2024

In consideration of the services provided by Contractor described in Exhibit A and subject to the terms of the Agreement, PCEA shall pay Contractor based on the following rate card and terms:

Estimates

Cost estimates and estimated completion times are below. Contractor will submit detailed cost estimate with milestones for each project for approval by PCE prior to

beginning work. Invoices will be time and materials and will specify the project and project phase or milestone being charged against.

PROJECT	ESTIMATED COST
Website Updates	\$140,000
Home Upgrade Campaign Support	\$50,000
Naming	\$125,575
Total contract NTE amount	\$315,575

Rates

The following rate card provides a description by role and hourly rate. The billing rate(s) of the team members assigned to the project may be increased from time to time upon thirty days prior written notice. Unless PCEA notifies Contractor that it objects to such increases, work performed after the expiration of the notice period will be invoiced at the new rate(s). If PCEA objects to such increases, Contractor may terminate this SOW by providing PCEA with thirty (30) days prior written notice.

Role	Rate
Lead Strategist	\$350
Strategist	\$300
Social Media Strategist	\$250
Paid Media Specialist	\$250
Account Lead	\$250
Project Manager	\$175
Creative Director	\$300
Information Architect	\$250
Senior Designer	\$200
Graphic Designer	\$150
Copywriter	\$250
SEO Specialist	\$175
Marketing Manager	\$150
Web Developer	\$200
QA Specialist	\$150

Video Editor	\$200
Data Analyst	\$175

Actual Hours Worked

Estimates of fees or time required to complete projects are approximations of the anticipated amount of time needed to complete the project. PCEA will be invoiced based on the amount of time actually required to complete the project. Billable hours are applicable only to actual hours expended. Billing is not applicable for absence due to holidays, illness, emergency leave, or vacation time. Contractor will use its commercially practical efforts to minimize absences over which it may have control.

Invoicing

All work will be invoiced on a time and materials, hourly basis. Contractor will submit an invoice monthly to PCEA for fees and direct expenses incurred hereunder. Invoices shall be generated from Contractor's standard time record, identifying the charges with the project milestone they are being charged against. Time records for each Contractor team member performing work hereunder shall be available to PCEA upon request. Standard time records shall be the basis for determining fees to be billed to PCEA under this Agreement.

PCEA shall pay all properly invoiced amounts within thirty (30) days from the date of the invoice. All out-of-pocket expenses (e.g. travel, mileage, transportation) incurred by Contractor in connection with these services shall be approved by PCEA in advance in writing, be billed at cost and included on the monthly invoice. All such expenses will be itemized when billed. Contractor will use its commercially practical efforts to minimize those expenses over which it has control.



**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: December 6, 2024
MEETING DATE: December 19, 2024
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors
FROM: Leslie Brown, Director of Account Services
SUBJECT: Account Services Quarterly Update

BACKGROUND

The purpose of the Account Services team is to provide customer billing support through direct customer interaction, as well as oversee the various processes related to the management of PCE's customer data. This includes relationships with our back-office data manager, Calpine Energy Solutions, and PG&E.

DISCUSSION

The following is a quarterly update of Account Services team activities taking place during the second quarter of FY25, please see topics below for additional detail.

PCE Rate Changes

Rates Effective August 1, 2024

Effective July 1, 2024, PG&E implemented an adjustment to their generation rates reflecting the removal of a surcharge intended to recover a 2023 under-collection. As approved by the PCE Board on 27th, 2024, PCE lowered its generation rates by approximately 4%, maintaining at least a 5% savings for all customers and returning all customers to a single rate for all PCIA vintages.

ECO100

In June, the Board approved an increase to the ECO100 premium from 1 cent/kWh to 1.5 cents/kWh effective January 1, 2025. In November, in compliance with the Green-e Code of Conduct, all current ECO100 customers were sent a notice informing them of the change to the ECO100 Pricing, Terms and Conditions. The communication, sent as either an email or direct mailer, provided details on the rate change, including the estimated average increase of \$2 for residential customers as well as details on how to opt down to ECOplus. As expected we have had some customers reach out to opt-down to the ECOplus product, but we have not tracked any instances of opt-outs as being relating to the CO100 price change.

Enrollment Statistics and Customer Savings

Account Services Analyst Masha Doubrovskaja updated customer savings estimates and enrollment statistics for all PCE member agency service areas, including the County of San Mateo.

As of November, PCE customers have saved more than \$41 million in CY 2024. These savings, already exceeding the total savings of \$24.5 million in CY 2023, are a result of the Board's decision to freeze rates in January. This rate freeze passed through at least 10% savings to PCE customers compared to PG&E default generation rates through to August 1st, after which savings came back down to about 5%. See Table 1 (Attached) for a summary of usage and bill savings by member agency.

Enrollment in PCE service remains stable, with 96.8% of eligible customers participating in PCE service. Of the approximately 314,000 PCE customers, about 6,600 customers are enrolled in the ECO100 product. See Table 2 (Attached) for a summary of enrollment statistics by member agency.

Contact Center for In-House Services

Stephanie Elmore, our Contact Center Manager, successfully completed the hiring process for three Customer Success Advisor positions and extended offers to three highly qualified candidates. Their first day was October 16, 2024, and all three are bilingual in Spanish. Since their on-boarding, the Customer Success Advisors have been actively participating in training and performing exceptionally well. Their comprehensive 7-week training was completed on December 9, 2024.

We have been actively collaborating with Calpine to ensure the contact center is fully prepared to go-live on December 10, 2024. As part of this effort, there were two scheduled training days with Calpine during the first week of December. These sessions will focus on setting up the InContact phone system, conducting test calls, and providing refreshers to facilitate a smooth and seamless transition.

RFP for Data Manager Services

Account Services staff published an RFP for Data Manager services this past June and received three proposals from prospective providers. The leading candidate was Calpine Energy Solutions, who has been PCE's data management provider since 2016. Over the past few months staff have met with Calpine to negotiate and discuss the terms of the proposal under a new contract, which was brought to the Board as a consent item at the November meeting. The Board approved consent for CEO Shawn Marshall to execute a new agreement with Calpine once legal counsel on both sides had agreed on the final contract. The new agreement will take effect in January 2025.

Collection Efforts

Our pre-collections process has been in effect for just over 6 months now, and we've directly collected on closed accounts that had owed balances for just over \$20,000 via online payment with Square. In total we've had customers contact us to pay their balance, for which they are given 45 days to make payment. We'll withhold sending those that have not made payment nor contacted PCE in response to the pre-collections letter to our contracted collections

agency, Optio Solutions, until after the 2024 holiday season.

Key Accounts Engagement

Strategic Accounts Manager, Justin Pine, has been working diligently to support Caltrain as the agency prepares to transition to full electric service on September 21st. Peninsula Clean Energy has successfully registered a fuel pathway under the CARB Low Carbon Fuel Standard program that will allow Caltrain and other public transit agencies to earn additional revenue from the state funded program. Staff have also been meeting with Caltrain staff to identify opportunities for collaboration and co-marketing, including an upcoming opportunity to table alongside Caltrain at Caltrain's Electric Service Launch Party on September 22nd in San Mateo.

The San Mateo County Community College District (SMCCCD) successfully transitioned to Peninsula Clean Energy service in July, and the District is already exploring program opportunities available to them as a public agency customer.

GIS Intern Wrap-Up

From June 23rd to November 22nd, Masha had a GIS intern named Noah Larkin helping us map our customers and service territory. He also completed a few data cleaning tasks and developed methods to automate and/or speed up this type of work.

Visualize Opt-Outs

Noah developed an interactive web map that visualizes customer density and the opt-out rate, particularly in Los Banos which has the lowest participation rate. Seeing them helps our staff understand which neighborhoods or regions are most prone to opt out.

Census Tract Reporting

Noah also found and wrote a script to geocode customer addresses for free using the U.S. Census Bureau's Geocoding API. Our customer lists have over 45,000 customers without a census tract field and over 15,000 without a latitude or longitude, making mapping our customers or assigning them to the correct census tract difficult and time-consuming.

His work already made it far quicker to give an accurate DAC-GT census tract count for our quarterly program report and will continue to support us for future mapping needs, and to determine how many customers are in each census tract for various analyses.

Key Account Name Matching

Our customer database contains many large accounts that can have more than one service account. To maintain accurate reporting, we maintain a map of "Parent" and "Child" account names.

Noah developed a set of scripts to help consolidate business names in our database and identify similar-sounding names for review. His scripts will assist us in identifying new "child accounts" more quickly going forward, and we can review possible name matchings rather than manually grouping similar-sounding names together.

ATTACHMENTS:

[Quarterly report tables.docx](#)

Table 1: Calendar Year 2024 YTD Total Customer Savings by PCE Member Agency

Town or Territory	Total Usage (kWh)	Total (\$) Billed	Total (\$) Savings
ATHERTON INC	50,114,626	\$ 6,908,256.27	\$ 752,700.98
BELMONT INC	64,734,762	\$ 9,081,475.83	\$ 986,735.31
BRISBANE INC	58,970,609	\$ 7,945,978.14	\$ 865,512.40
BURLINGAME INC	144,931,282	\$ 20,047,422.75	\$ 2,178,420.08
COLMA INC	15,788,995	\$ 2,194,293.75	\$ 238,511.85
DALY CITY INC	189,052,953	\$ 27,110,801.01	\$ 2,940,213.99
EAST PALO ALTO INC	45,871,231	\$ 6,671,541.36	\$ 722,750.06
FOSTER CITY INC	154,195,010	\$ 21,015,467.63	\$ 2,282,909.40
HALF MOON BAY INC	34,815,291	\$ 4,662,534.72	\$ 507,783.14
HILLSBOROUGH INC	42,330,190	\$ 5,876,021.69	\$ 639,872.51
LOS BANOS INC	102,992,775	\$ 14,495,204.44	\$ 1,571,960.94
MENLO PARK INC	209,041,524	\$ 28,880,368.94	\$ 3,135,158.33
MILLBRAE INC	58,562,177	\$ 8,103,814.29	\$ 881,788.37
PACIFICA INC	69,606,507	\$ 10,134,332.48	\$ 1,097,823.41
PORTOLA VALLEY INC	16,078,502	\$ 2,633,100.91	\$ 283,030.83
REDWOOD CITY INC	357,818,935	\$ 51,394,526.85	\$ 5,562,109.88
SAN BRUNO INC	104,050,760	\$ 14,456,078.17	\$ 1,570,719.89
SAN CARLOS INC	120,101,593	\$ 16,908,475.88	\$ 1,836,977.50
SAN MATEO INC	336,475,320	\$ 47,138,221.07	\$ 5,119,167.60
SO SAN FRANCISCO INC	336,611,247	\$ 45,570,350.41	\$ 4,960,188.75
UNINC SAN MATEO CO	165,538,764	\$ 23,168,174.25	\$ 2,518,187.19
WOODSIDE INC	32,008,600	\$ 4,433,141.30	\$ 482,661.63
Grand Total	2,709,691,653	\$ 378,829,582.14	\$ 41,135,184.03

Table 2: Enrollment Statistics as of September 2024

Town or Territory	Active PCE Customer	PCE Participation Rate	ECO100 Participation Rate
ATHERTON INC	2,652	98.6%	2.1%
BELMONT INC	12,119	97.5%	2.0%
BRISBANE INC	2,474	97.8%	3.7%

BURLINGAME INC	15,903	98.0%	2.2%
COLMA INC	868	98.5%	3.7%
DALY CITY INC	33,110	96.6%	0.4%
EAST PALO ALTO INC	7,629	95.3%	0.3%
FOSTER CITY INC	14,547	98.1%	2.1%
HALF MOON BAY INC	4,850	97.1%	2.5%
HILLSBOROUGH INC	3,970	98.1%	1.8%
LOS BANOS INC	13,121	84.6%	0.0%
MENLO PARK INC	16,744	98.7%	3.9%
MILLBRAE INC	9,435	97.1%	1.2%
PACIFICA INC	14,907	96.5%	1.1%
PORTOLA VALLEY INC	1,615	95.2%	95.5%
REDWOOD CITY INC	34,910	97.8%	2.1%
SAN BRUNO INC	15,885	96.0%	0.6%
SAN CARLOS INC	14,371	98.0%	2.3%
SAN MATEO INC	44,044	97.6%	1.5%
SO SAN FRANCISCO INC	24,823	96.2%	0.5%
UNINC SAN MATEO CO	23,925	97.5%	2.7%
WOODSIDE INC	2,231	97.9%	2.7%
TOTAL	314,133	96.8%	2.1%



**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: December 6, 2024
MEETING DATE: December 19, 2024
VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors
FROM: Kim Le, Director of Data and Technology
SUBJECT: Data and Technology Department Quarterly Report

BACKGROUND

Data and Technology at Peninsula Clean Energy is responsible for storing and processing large amounts of data from various sources, such as customer load usage and energy market data, and ensuring accuracy and accessibility for analysis and decision-making. The other side of this department is in IT, which plays a key role in managing our software systems and ensuring the smooth operation of our technology infrastructure and platforms.

DISCUSSION

This report highlights a high-level summary of the Data and IT accomplishments over the calendar year, reflecting PCE's ongoing commitment to enhancing data management, technological infrastructure, and operational efficiency.

The Data Team - Year in Review

This year, the primary focus of the Data Team has been on reexamining and optimizing our current infrastructure and codebase. Key efforts were directed toward refactoring our data pipelines, cloud automations, and code deployment processes to improve scalability and streamline operations. These updates are designed to enhance system efficiency and ensure our data architecture can support future growth and evolving business needs.

Additionally, we continued to develop and refine our dashboard tools, enabling deeper insights across several critical business areas. Notable enhancements include improved visibility into load usage, peak demand patterns, billed usage, electric vehicle (EV) analysis, solar billing, and customer segmentation. These updates will provide more accurate, actionable insights, supporting data-driven decision-making across the organization.

Key accomplishment areas include:

Data Management

This is how PCE collects, organizes, and stores data. PCE has made a lot of enhancements over the past year in the data warehouse platform that reduced redundancy and increased operational efficiency. PCE also sends data to vendors for analysis and ensure the delivery is safe and secure and have worked with many new vendors this year.

Dashboard Tools

PCE builds a lot of tools for various teams to provide access to data in a consumable way. These include tools that perform complex calculations and billing solutions to analyzing and visualizing customer segmentation and electricity usage patterns. PCE has over 10 different tools that we've created or enhanced in this year alone.

Data and API Integrations

This takes many different data sources and combines them into a more unified view. Over the past year PCE has doubled the number of sources in the data warehouse. This allows us to look at data across the various sources and take a holistic approach to analysis.

Data Analytics Working Group

PCE staff leads the quarterly group meetings, with members from 13 different CCAs, to discuss data projects and priorities to share insights and learnings.

The IT Year in Review

This year, significant advancements were made in strengthening our IT infrastructure and cybersecurity. PCE enhanced our overall system monitoring and security, upgraded our office network and audio/visual systems, improved system uptime, and streamlined IT support.

These efforts have significantly improved our security posture, operational efficiency, and the overall work environment.

Key accomplishment areas include:

Cyber Security Enhancements

PCE is constantly looking at ways to upgrade and improve our systems from threats and to protect our assets. Since the beginning of this year, there has been a roadmap in place to move to our network and device monitoring in-house for better visibility and control.

Office Network and A/V Improvements

There have been many improvements to the office network reliability, on both the software and hardware side. Additionally, there have been uptime and audio/visual quality improvements in the hybrid conference rooms, especially for the Board meetings

Ticketing and Knowledge Base Platform

Building out the HappyFox system streamlined the support requests and provides a self-service knowledge base resource. There has been a significant improvement on ticket visibility and communication across the team. Staff is working cross-functionally to expand the HappyFox platform for the Customer Care center and is exploring other potential use cases as well.

Software and Hardware Management

With the rapid growth of PCE over the past year, there has been a spike in procurement, maintenance, and lifecycle of devices and accounts. There has been a lot of behind-the-scenes work to ensure all equipment is working smoothly and seamlessly.



**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: December 13, 2024

MEETING DATE: December 19, 2024

VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Board of Directors

FROM: Nelly Wogberg, Board Clerk

SUBJECT: Report on California Community Power (CCP) Joint Powers Authority

ATTACHMENTS:

[CA Community Power Board Report 10-16-2024 \(1\).pdf](#)

[CA Community Power Board Report 11-20-2024.pdf](#)

California Community Power

901 H St, Ste 120 PMB 157, Sacramento, CA 95814 | cacommunitypower.org

TO: CC Power Board of Directors and Alternates **DATE:** 10/21/24
FROM: Alex Morris – General Manager
SUBJECT: **Report on CC Power Regular Board of Directors Meeting – October 16, 2024**

The CC Power Board of Directors held its October Board Meeting on October 16, 2024, via Zoom. Details on the Board packet, presentation materials, and public comment letters can be found under the Meetings tab at the CC Power website: [Meetings and Agendas – ca community power](#)

Highlights of the meeting included the following:

- **Matters subsequent to posting the Agenda.** Chairperson Geof Syphers (Sonoma Clean Power) notified the Board of a plan to possibly seek Board review or approval in November or December 2024 of a contract extensions for the General Manager
- **Public Comment.** None.
- **Consent Agenda** - The Board approved the following items:
 - Minutes of the Regular Board Meeting held on August 21, 2024.
 - Receipt of CC Power 2023-2024 Financials
- **Regular Agenda Items:**
 - **General Manager Report** – the Board heard updates on numerous ongoing or upcoming work-items, including the robust response of 81 bids to CC Power’s current power project solicitation, the CC Power 10/28 Board Fall Forum event in Davis, CA which will kick-start a strategic plan update, the 11/13 in-person CC-Power led meeting to explore and understand the CADEMO offshore wind project, and the timelines and process by which CC Power will further assess and seek ‘go/no-go’ interest from members to actively explore development of a multi-CCA RA Power Pool. The General Manager also highlighted the positive performance seen in Fiscal Year 2023-2024 and how excess savings from that year may both reduce future reserve-build goals and reduce current year project funding needs.
 - **New Member Considerations** – Discussion Item – the Board discussed what policies or other ‘readiness’ steps might be appropriate for CC Power to enact prior to adding new members. Several CCAs have requested membership to date. Board members are requested to provide written feedback or suggestions, if any, to General Manager Morris.
 - **Build Transfer and Related Solicitation Update** – CC Power staff briefed the Board on the positive general results and array of offers from the recent power-

A Joint Powers Agency whose members are:

Central Coast Community Energy | CleanPowerSF | East Bay Community Energy | MCE | Peninsula Clean Energy | Redwood Coast Energy Authority | San José Clean Energy | Silicon Valley Clean Energy | Sonoma Clean Power | Valley Clean Energy

project solicitations and laid out a tentative timeline for moving to the next phase of work (Phase 2b) in which interested members will negotiate to finalize and enter contracts, if acceptable, with select projects. Prior to any Phase 2b, members are requested to express interest in projects so that CC Power can pursue exclusivity arrangements with projects. CC Power expects to bring proposals for Phase 2bs on target projects, if any, in November, December, or January. CC Power plans to release all non-short-listed projects back to the market on October 18, 2024.

- **Resolutions 24-10-01 – Approval of California Community Power Policies – Default Project Allocation Policy.** No vote was held as this resolution was tabled. The Resolution laid out a default project allocation model which could be used to help projects move forward when oversubscribed. The Board recommended further language in the policy to emphasize the intended backstop nature of the policy.

- **Closed Session Items:**

- The Board heard reports on two projects. No Board action was taken.

- **Public Comments on Closed-Session Items:** none

California Community Power

901 H St, Ste 120 PMB 157, Sacramento, CA 95814 | cacomunitypower.org

TO: CC Power Board of Directors and Alternates **DATE:** 12/5/24
FROM: Alex Morris – General Manager
SUBJECT: **Report on CC Power Regular Board of Directors Meeting – November 20, 2024**

The CC Power Board of Directors held its October Board Meeting on November 20, 2024, via Zoom. Details on the Board packet, presentation materials, and public comment letters can be found under the Meetings tab at the CC Power website: [Meetings and Agendas – ca community power](#)

Highlights of the meeting included the following:

- **Matters subsequent to posting the Agenda.** None.
- **Public Comment.** None.
- **Consent Agenda** - The Board approved the following items:
 - Minutes of the Regular Board Meeting held on October 16, 2024.
- **Closed Session.** The Board conferred with Labor Negotiators regarding a contract extension and performance bonus for the General Manager of California Community Power.
- **Regular Agenda Items:**
 - **Report on Closed Session.** Chairman Geof Syphers relayed the Board's discussion and intent to extend the General Manager for three years with modifications to the current contract, and to finalize the 2024 Performance Review and related performance bonus amount.
 - **Resolution 24-11-01 Approval of General Manager Employment Agreement.** The Board unanimously adopted a resolution to modify and use the General Manager Employee Agreement and authorized the Board Chair to execute the Agreement with General Manager Morris in accordance with orally described terms, amounting to a three-year contract extension starting in 2025.
 - **General Manager Report** – the Board heard updates on numerous ongoing or upcoming work-items. First, the Board was briefed on exploratory efforts regarding new target power projects and on plans to execute exclusivity agreements, as well as on a first of its kind West Coast offshore wind project and a potential Resource Adequacy Power Pool that might aid CCAs with cost-savings. The GM also briefed the Board on plans to kick-off work-planning efforts to inform the 2025-2026 budget. This effort follows from the October Fall Forum offsite's discussion of roles and capabilities that the Board wants CC Power to offer or build towards in service to members and in line with the 2022 Strategic Plan. This discussion showed that

A Joint Powers Agency whose members are:
Central Coast Community Energy | CleanPowerSF | East Bay Community Energy | MCE | Peninsula Clean Energy |
Redwood Coast Energy Authority | San José Clean Energy | Silicon Valley Clean Energy | Sonoma Clean Power |
Valley Clean Energy

the 2024-2025 existing work-plans generally target member's needs and direction, yet that discussion of some strategies in the work-plan, including the potential use of Master Service Agreement contracts as a tool for scale and benefit to members, e.g. cost-savings, could be refined and may not be of interest to all members. Lastly, the Board was briefed on the findings of an inquiry into CC Power's readiness to welcome new CCA members. Based on written input from members, the exercise highlighted how members support the consideration of new members (in the future), but that near-term focus on effective and successful power project contract administration, organizational capability building, and achievement of other near-term goals are the top priorities of Board members. This finding in turn highlights that the GM may postpone consideration of new member candidates as part of achieving near-term priorities.

- **Resolutions 24-10-01 – Approval of California Community Power Policies – Backstop Project Allocation Policy.** The Board unanimously adopted this Resolution, which establishes a default project allocation model which could be used to help projects move forward when oversubscribed and which balances the interests of both larger and smaller project participants.

- **Public Comments on Closed-Session Items:** none



**PENINSULA CLEAN ENERGY AUTHORITY
JPA Board Correspondence**

DATE: December 13, 2024

MEETING DATE: December 19, 2024

VOTE REQUIRED: None

TO: Honorable Peninsula Clean Energy Authority Executive Committee

FROM: Nelly Wogberg, Board Clerk

SUBJECT: Acronym List

ATTACHMENTS:

[ACRONYMS - as of 02-01-2024.pdf](#)

COMMONLY USED ACRONYMS AND KEY TERMS

AB xx – Assembly Bill xx
ALJ – Administrative Law Judge
AMP - Arrears Management Plans
Apple Valley Choice Energy
AQM – Air Quality Management
Ava – Formally East Bay Community Energy
BAAQMD – Bay Area Air Quality Management District
BLPTA – Buyer Liability Pass Through Agreement
CAC – Citizens Advisory Committee
CAISO – California Independent System Operator
CalCCA – California Community Choice Association
CAM – Cost Allocation Mechanism
CAP – Climate Action Plan
CAPP – California Arrearage Payment Program
CARB – California Air Resources Board, or California ARB
CARE - California Alternative Rates for Energy Program
CBA – California Balancing Authority
3CE- Central Coast Community Energy (Formerly Monterey Bay Community Power-MBCP)
CCA – Community Choice Aggregation (aka Community Choice Programs (CCP) or
CCE – Community Choice Energy (CCE)
CCCFA – California Community Choice Financing Authority
CC Power – California Community Power
CEC – California Energy Commission
Clean Energy Alliance – CCA in
CPA – Clean Power Alliance
Clean Power SF
CPP - Critical Peak Pricing
CPSF – Clean Power San Francisco
CPUC – California Public Utility Commission (Regulator for state utilities) (Also PUC)
CSD – California Department of Community Services and Development
CSGT - Community Solar Green Tariff
Customer Centricity - culture, framework and business strategy based on providing a positive customer experience and building long-term relationships
DA – Direct Access
DAC-GT - Disadvantaged Communities Green Tariff
DER – Distributed Energy Resources
Desert Community Energy
DG – Distributed Generation
DOE – Department of Energy
DR – Demand Response
DRP – Demand Response Provider
DRP/IDER – Distribution Resources Planning / Integrated Distributed Energy Resources
EBCE – East Bay Community Energy now known as Ava Community Energy
ECOplus – PCE’s default electricity product, 50% renewable and 50% carbon-free (in 2021)
ECO100 – PCE’s 100% renewable energy product

EDR – Economic Development Rate

EE – Energy Efficiency

EEI – Edison Electric Institute; Standard contract to procure energy & RA

EIR – Environmental Impact Report

ELCC – Effective Load Carrying Capability

EPIC – Energy for Palmdale’s independent Choice

ESP – Electric Service Provider

ESS – Energy Storage Systems

ESSA – Energy Storage Services Agreement

ERRA – Energy Resource Recovery Account

EV – Electric Vehicle

EVSE – Electric Vehicle Supply Equipment (Charging Station)

FERA- Family Electric Rate Assistance Program

FERC – Federal Energy Regulatory Commission

FFS – Franchise Fee Surcharge

GHG – Greenhouse gas

GHG-Free – Greenhouse gas free

GTSR – Green Tariff Shared Renewables

GWh – Gigawatt Hours (Energy) = 1000 MWh

Heavy Duty Vehicle – large vehicles such as busses and long-haul trucks

HPWH – Heat Pump Water Heater

HP HVAC – Heat Pump Heating, Ventilation, and Air Conditioning

HR xx – House of Representatives Bill xx

IDER – Integrated Distributed Energy Resources

IGFC – Income Graduated Fixed Charge

IOU – Investor-Owned Utility (e.g. PG&E, SCE, SDG&E)

IJA – Infrastructure Investment and Jobs Act

IRA – Inflation Reduction Act

IRP – Integrated Resource Plan

IVR – Interactive Voice Response

ITC – Investment Tax Credit (it’s a solar tax credit)

JCC – Joint Cost Comparison

JPA – Joint Powers Authority

JRC – Joint Rate Comparison

JRM – Joint Rate Mailer

kW – kilowatt (Power)

kWh – Kilowatt-hour (Energy)

Lancaster Energy

Light Duty Vehicle - passenger vehicles such as cars and small pickup trucks

LDS – Long Duration Storage

LDSE – Long Duration Energy Storage

LIHEAP- Low Income Home Energy Assistance Program

Load Shaping – changing when grid energy is used

LSE – Load Serving Entity

MCE – Marin Clean Energy

Methane Gas - formerly known as ‘natural gas’

Microgrid – building or community energy system

Mid Duty Vehicle – vehicles such as passenger vans

MW – Megawatt (Power) = 1000 kW

MWh – Megawatt-hour (Energy) = 1000 kWh

MTR – Mid-Term Reliability
 MUD – Multi-unit Dwelling
 NBCs – non-bypassable charges
 NBT – Net Billing Tariff
 NEM – Net Energy Metering
 NERC – North American Electric Reliability Corporation
 NDA – Non-Disclosure Agreement
 NG – Natural Gas
 OBF – On-bill Financing
 OBR – On-bill Repayment
 OCPA – Orange County Power Authority
 OES – Office of Emergency Services
 OIR – Order Instituting Rulemaking
 PACE – Property Assessed Clean Energy
 PCC – Portfolio Content Category (aka “buckets”) – categories for RPS compliance
 PCC1 – Portfolio Content Category 1 REC (also called bucket 1 REC)
 PCC2 – Portfolio Content Category 2 REC (also called bucket 2 REC)
 PCC3 – Portfolio Content Category 3 REC (also called bucket 3 REC or unbundled REC)
 PCEA – Peninsula Clean Energy Authority
 PCIA – Power Charge Indifference Adjustment
 PCL – Power Content Label
 Pioneer Community Energy
 PLA – Project Labor Agreement
 POU – Publicly Owned Utility
 Pomona Choice Energy
 PPA – Power Purchase Agreement
 PPSA – Project Participation Share Agreement (CC Power)
 PRIME – Pico Rivera innovative Municipal Energy
 PSPS – Public Safety Power Shutoff
 PV – Photovoltaics (solar panels)
 Rancho Mirage Energy Authority
 RA – Resource Adequacy
 RE – Renewable Energy
 REC – Renewable Energy Credit/Certificate
 Redwood Coast Energy Authority
 RICAPS - Regionally Integrated Climate Action Planning Suite
 RPS – California Renewable Portfolio Standard
 S xx – US Senate Bill xx
 SB xx – CA Senate Bill xx
 Santa Barbara Clean Energy
 SBP – Solar Billing Plan
 SCP – Sonoma Clean Power
 SDCP – San Diego Community Power
 SJCE – San Jose Clean Energy
 San Jacinto Power
 SJVAPCD - San Joaquin Valley Air Pollution Control District
 SMD – Share My Data, interval meter data
 SQMD – Settlement Quality Meter Data
 SVCE – Silicon Valley Clean Energy
 TOB – Tariff on Bill

TOU Rates – Time of Use Rates

Valley Clean Energy

VGI – Vehicle-Grid Integration

V2G – Vehicle-to-Grid

VPP – Virtual Power Plant

WECC – Western Energy Coordinating Council

WREGIS – Western Renewable Energy Generation Information System

WSPP – Western Systems Power Pool; standard contract to procure energy and RA

WWGPI - West-Wide Governance Pathways Initiative