SILICON VALLEY CLEAN ENERGY

DECARBONIZATION GRANT PROGRAM AGREEMENT

THIS AGREEMENT is made and effective as of _____, 2023 ("Effective Date"), by and between the SILICON VALLEY CLEAN ENERGY AUTHORITY ("SVCE"), an independent public agency, and ***City of Los Altos***, a municipal corporation ("Recipient"). In consideration of the covenants, conditions and undertakings set forth herein, the parties agree as follows:

1. RECITALS. This Agreement is made with respect to the following facts and purposes which each of the parties acknowledge and agree are true and correct:

A. SVCE's decarbonization grant program ("Program") will provide over $1.5M in grants to member jurisdictions, public agencies, and community groups to plan and develop decarbonization demonstration and engagement projects.

B. Recipient submitted an application for Program funding, attached hereto and incorporated herein as Exhibit A, for a decarbonization demonstration or engagement project ("Project"). The scope and estimated budget for the Project are included in Exhibit A.

C. SVCE finds that the use of Grant Funds described herein furthers a public purpose and meets the goals and objectives established for the Program, and desires to award Recipient a one-time grant pursuant to the terms of this Agreement.

2. GRANT. SVCE hereby agrees to provide funding to Recipient in an amount not to exceed ***$200,684***, subject to the provisions of this Agreement ("Grant Funds"). Such Grant Funds shall be disbursed to Recipient on a reimbursement basis. It is agreed and understood that the Grant Amount is a ceiling and that SVCE will only reimburse the allowable cost of services actually rendered as authorized by SVCE at or below the Grant Amount established herein.

3. REIMBURSEMENT OF GRANT FUNDS. Grant Funds shall be reimbursed pursuant to the following process:

A. SVCE shall reimburse Recipient for its actual and reasonable costs of constructing the Project up to the agreed upon Grant Funds.

B. Requests for payment submitted to SVCE shall include: 1) an itemized list of all expenditures; and 2) supporting documentation that clearly identifies the expenditure(s) in relation to the scope of the Project set forth in Exhibit A of this Agreement. Payment requests should be aggregated and submitted no more often than once per month.

C. SVCE shall process requests for payment and remit payment within 30 days.

D. If, in SVCE's sole discretion, the request for payment is incomplete, inadequate, or inaccurate, SVCE may dispute the invoice for reasonable cause and hold all or a portion of the

payment request until all required information is received or corrected. Any penalties imposed on the Recipient by a contractor, or other consequence, because of delays in payment or other breach of the agreement between the Recipient and the contractor are the responsibility of the Recipient and are not reimbursable under this Agreement.

E. Unless otherwise authorized by SVCE in writing, Recipient shall submit all documentation of Project completion, including a final request for payment, within sixty (60) days of Project completion.

F. Final payment of remaining Grant Funds, including any amounts withheld from previous payments, shall be paid up to the total amount of the actual Project cost, not to exceed the Grant Funds amount set forth in this Agreement, upon completion of the Project, receipt of the final report and final request for payment from the Recipient in a form and content satisfactory to SVCE.

4. USE OF GRANT FUNDS. Recipient shall use the Grant Funds to support the Program as set forth in Exhibit A. Any use(s) of Grant Funds not contemplated in this Agreement must be approved in writing by SVCE. This Agreement was awarded to Recipient based on the application submitted by Recipient with the intention that the awarded funds would be used to implement the Project as described in Exhibit A. Any substantive deviation during Project implementation may require reevaluation or result in loss of funding. In no event shall Recipient's Grant Funds or scope of work be increased. If Recipient knows or should have known that substantive changes to the Project will occur or have occurred, Recipient will immediately notify SVCE in writing. SVCE will then determine whether the Project is still consistent with the overall objectives of the Program and whether the changes would have negatively affected the Project ranking during the Grant evaluation process. SVCE reserves the right to have Grant Funds withheld from Recipient, or refunded to SVCE, due to Recipient's failure to satisfactorily complete the Project or due to substantive changes to the Project.

5. TERM. This Agreement shall commence on the Effective Date, and shall remain and continue in effect until the final Grant Funds are paid to Recipient, unless sooner terminated pursuant to the provisions of this Agreement. Projects must be complete no later than December 31, 2024.

6. REPORTING AND RECORDS. Recipient agrees to cooperate with SVCE and provide requested information, if any, related to the use of Grant Funds and the Project, including for the purposes of SVCE's evaluation, measurement, and verification activities for the Program. Recipient will cooperate in good faith with SVCE or its authorized representative in performing evaluation, measurement and verification (EM&V) of the Program. Information accessed for EM&V may include, but is not limited to, onsite verification of Project operation, Program compliance, and Project records, analysis of facility billing metered data, analysis of data collected from facility-owned submetering, and collection of supplementary metered data on-site. All information collected will be held confidentially and will be used by SVCE or its authorized representative for Program analysis purposes only. Recipient is responsible for ensuring, through a separate agreement between Recipient and property owner, that property owner shall cooperate with SVCE to provide any documentation and assist in analysis and provide access to the Project site at reasonable times, during the construction of the Project and

for a period of up to two (2) years from the completion of the Project. During the course of the Project and for three (3) years thereafter from the receipt of the final Grant Funds, the Recipient agrees to maintain, intact and readily accessible, all communications, data, documents, reports, records, contracts, and supporting materials relating to the Project, as SVCE may require. The Recipient agrees to have financial and compliance audits performed as SVCE may require.

7. LEGAL RESPONSIBILITIES. Recipient shall keep itself informed of all local, State and Federal ordinances, laws and regulations which in any manner affect those employed by it or in any way affect the performance under this Agreement. Recipient shall at all times observe and comply with all such ordinances, laws and regulations. SVCE, and its officers and employees, shall not be liable at law or in equity occasioned by failure of Recipient to comply with this Section.

8. PREVAILING WAGES. By accepting the Grant Funds, Recipient as a material term of this Agreement shall be fully responsible for complying with all California public works requirements including but not limited to payment of prevailing wage. Therefore, as a material term of this Agreement, to the extent required by California law, Recipient shall ensure that prevailing wages are paid, that the project budget for labor reflects these prevailing wage requirements, and that the project complies with all other requirements of prevailing wage law, including that Recipient's subcontractors also comply with all applicable public works/prevailing wage requirements.

9. PROCUREMENT. At minimum, Recipient shall solicit at least three bids and select the lowest bidder when procuring goods or services, where the costs are eligible for reimbursement under this Agreement. In the event the Recipient is required by statute or policy to solicit additional bids or follow a more stringent solicitation process, Recipient shall follow such process. Recipient may also procure goods and services through California Government Code section 4217.10.

In the event that there is only one supplier for goods or services, procurement shall follow the Recipient's Sole Source Procurement Policy. A Sole Source Procurement Memorandum will be prepared by the Recipient and provided to SVCE.

10. CALIFORNIA PUBLIC RECORDS ACT. Recipient acknowledges that SVCE is subject to the California Public Records Act (Gov. Code § 7920.000 *et seq*.). SVCE acknowledges that Recipient may submit information to SVCE that Recipient considers to be confidential, proprietary, or trade secret information. Only such information clearly designated in writing as "confidential" shall be deemed "Confidential Information." Upon request or demand of any third person or entity ("Requestor") for the production, inspection, and/or copying of Confidential Information, SVCE shall notify Recipient that such request has been made. Recipient shall be solely responsible for taking whatever legal steps are necessary to protect Confidential Information and to prevent its release to the Requestor. Without limiting SVCE's right to disclose Confidential Information as may be required by law, if Recipient takes no such action after receiving the foregoing notice from SVCE, SVCE shall be permitted to release information it deems subject to disclosure.

11. NOTICES. Any notices provided under this Agreement must be in writing and may be given either by mail or e-mail to the following addresses:

SVCE: Silicon Valley Clean Energy Authority
333 W. El Camino Real #330
Sunnyvale, CA 94087
Attention: _____

RECIPIENT: City of Los Altos
1 N San Antonio Rd
Los Altos, Ca 94022
Attention:_____

12. INDEPENDENT CONTRACTOR.

A. Recipient shall at all times remain as to the SVCE a wholly independent contractor. The personnel performing the services under this Agreement on behalf of Recipient shall at all times be under Recipient's exclusive direction and control. Neither SVCE nor any of its officers, employees, agents, or volunteers shall have control over the conduct of Recipient or any of Recipient's officers, employees, or agents except as set forth in this Agreement. Recipient shall not at any time or in any manner represent that it or any of its officers, employees or agents are in any manner officers, employees or agents of the SVCE. Recipient shall not incur or have the power to incur any debt, obligation or liability whatever against SVCE, or bind SVCE in any manner.

B. No employee benefits shall be available to Recipient in connection with the performance of this Agreement. Except for the fees paid to Recipient as provided in the Agreement, SVCE shall not pay salaries, wages, or other compensation to Recipient for performing services hereunder for SVCE. SVCE shall not be liable for compensation or indemnification to Recipient for injury or sickness arising out of performing services hereunder.

13. INDEMNIFICATION. Recipient shall indemnify, protect, defend and hold harmless SVCE, its elected officials, officers, employees, volunteers, and representatives from any and all suits, claims, demands, losses, defense costs or expenses, actions, liability or damages of whatsoever kind and nature which SVCE, its officers, agents and employees may sustain or incur or which may be imposed upon them for injury to or death of persons, or damage to property arising out of Recipient's acts or omissions arising out of or in any way related to the performance or non-performance of this Agreement.

14. INSURANCE.

A. On or before the commencement of the term of this Agreement, Recipient shall furnish SVCE with certificates showing the type, amount, class of operations covered, effective dates, and dates of expiration of insurance coverage in compliance with the requirements in this Section. Recipient shall maintain such coverage in full force at all times for the duration of

this Agreement, at its sole cost and expense. Nothing herein shall be construed as a limitation on Recipient indemnification obligations under this Agreement.

B. Recipient shall maintain the following minimum insurance coverages:

1) Workers' compensation, as required by the State of California;

2) Commercial general liability coverage with minimum limits of $1,000,000 per occurrence and $2,000,000 aggregate for bodily injury and property damage. ISO occurrence Form CG 0001 or equivalent is required;

3) Comprehensive automotive liability coverage with minimum limits of $1,000,000 per accident for bodily injury and property damage. ISO Form CA 0001 or equivalent is required.

C. Such coverages shall be issued by an insurer(s) licensed to conduct business in the State of California, with a minimum A.M. Best's Insurance Rating of A:VII unless otherwise approved in writing as satisfactory to SVCE.

D. The insurance limits required by SVCE are not represented as being sufficient to protect Consultant. Recipient is advised to confer with its insurance broker to determine adequate coverage for Recipient.

E. This section shall not apply if Recipient is a public agency that provides certificates reasonably acceptable to SVCE evidencing that the public agency is self-insured and participates in a risk management pool that provides excess liability coverage in amounts greater than or equal to the amounts set forth in this section.

15. DEFAULT AND TERMINATION. Should an Event of Default occur, SVCE shall provide a notice of default to Recipient and shall give Recipient at least fifteen (15) calendar days from the date the notice is sent to cure the Event of Default. If Recipient fails to cure the Event of Default within the time prescribed, SVCE may, at SVCE's sole discretion, withhold Grant Funds not yet disbursed hereunder, require the return or repayment of Grant Funds already disbursed, and/or terminate this Agreement by written notice which shall be effective upon receipt by Recipient. "Event of Default" shall mean the occurrence of any one or more of the following events by Recipient: (a) any false statement, representation, or warranty contained in this Agreement, the Application, or any other document submitted to SVCE; (b) failure to comply with applicable laws; (c) a failure to maintain in effect any policy of insurance required under this Agreement; or (d) a material breach of this Agreement.

16. NON-APPROPRIATION. Recipient acknowledges that SVCE is a public agency. In the event that sufficient funds for the performance of this Agreement are not appropriated by the SVCE Board of Directors in any fiscal year covered by this Agreement, this Agreement may be terminated by SVCE, without penalty, by giving notice to Recipient of such facts and of SVCE's intention to terminate.

17. NON-WAIVER. Failure to exercise any right the SVCE may have or be entitled to, in the event of default hereunder, shall not constitute a waiver of such right or any other right in the event of a subsequent default.

18. AMENDMENT OF AGREEMENT. No modification, rescission, waiver, release or amendment of any provision of this Agreement shall be made except by a written agreement executed by the Recipient and the SVCE.

19. ASSIGNMENT PROHIBITED. In no event shall the Recipient assign or transfer any portion of this Agreement.

20. GOVERNING LAW. This Agreement shall be governed by the laws of the State of California. Any legal action brought under this Agreement must be instituted in the Superior Court of the County of Santa Clara, State of California.

21. NO THIRD-PARTY BENEFIT. The provisions of this Agreement are for the sole benefit of the parties hereto and confer no rights, benefits, or claims upon any person or entity not a party hereto.

22. SEVERABILITY. If any provision of this Agreement is held to be invalid or unenforceable for any reason, the remaining provisions will continue in full force as necessary to effectuate the original intent of the parties, without being impaired or invalidated in any way. The parties agree to replace any invalid provision with a valid provision that most closely approximates the intent and economic effect of the invalid provision.

23. RECIPIENT'S AUTHORITY. Recipient represents and warrants that (a) it has the power and authority to enter into this Agreement and to perform its obligations hereunder; (b) the person who executes this Agreement on its behalf has the necessary authority to bind Recipient; and (c) neither the execution and delivery of this Agreement nor the performance of its obligations hereunder will constitute a violation of, a default under, or conflict with any term of any governance documents or other agreements to which it is bound.

24. COUNTERPARTS. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which shall be taken together and deemed to be one instrument. Faxed and PDF counterpart signatures are sufficient to make this Agreement effective.

25. ENTIRE AGREEMENT. This Agreement contains the entire understanding between the parties relating to the obligations of the parties described in this Agreement. All prior or contemporaneous agreements, understandings, representations and statements, oral or written, are merged into this Agreement and shall be of no further force or effect. Each party is entering into this Agreement based solely upon the representations set forth herein and upon each party's own independent investigation of any and all facts such party deems material.

26. COMMUNICATIONS AND ENGAGEMENT. Recipient agrees that SVCE may use and publicize city-provided and approved information and visual materials (photos, videos, etc.) related to this project, including (but not limited to) information and visual materials provided in this application, updates, or follow-up information. Recipient will coordinate in good

faith with SVCE on follow-up activities, such as interviews, outreach coordination, photo or video shoots, requests for additional information, and the design of educational materials and signage related to the project. Recipient will work with SVCE to schedule all coordination and activities within a determined and mutually agreed-upon time frame and understand that refusal or failure to collaborate on marketing and outreach may result in termination of the funding.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed the day and year first above written.

SILICON VALLEY CLEAN ENERGY AUTHORITY

_____

Girish Balachandran, Chief Executive Officer

APPROVED AS TO FORM:

_____

Trisha Ortiz, General Counsel

[City of Los Altos]

APPROVED AS TO FORM

By:
Name: Jolie Houston
Title: City Attorney

AGREED

By: _____
Name: Gabriel Engeland
Title: City Manager

Date:_____

[*Note: Signatures of two corporate officers are required for corporations – First signature must be one of the following: 1) the chairman of the board; 2) the president; or 3) any vice president. The second corporate signature must be one of the following: 1) the secretary; 2) any assistant secretary; 3) the chief financial officer; or 4) any assistant treasurer. Signature of City Manager is required for cities.]

EXHIBIT A

[Grant Application]

Energization Station Proposal

Figure 1: Example of an Energy Display unit at an outdoor gym.

Applicant information

Applicant: City of Los Altos
Adress: 1 N San Antonio Rd
Los Altos, Ca 94022

Main Contact Name: Tania Katbi
Contact Number: 650-947-2743
Contact Email: tkatbi@losaltosca.gov

Summary

The primary goal of the proposed energy demonstration center, the Energization Station, is to create an inviting and accessible community facility for the public to see and experience electrification technologies in a creative and interactive learning environment. The imagined multifunctional center will include an outdoor learning lab, energy-generating workout equipment, and a solar charging table in conjunction with two or three dual port Electric Vehicle Charging Station (EVCSs). The outdoor facility will include an Energy Display Unit (see Figure 1) harnessing and displaying the generation coming from the workout equipment, a solar-powered charging table, and energy coming from the grid. Signage and display units will be utilized to demonstrate that local renewables can be paired with existing electrification infrastructure to reduce greenhouse gas (GHG) emissions and expedite the transition from fossil fuels. The Learning Lab component will provide a location for community members to educate themselves, conduct work, charge their devices, or workout and contribute to EVCS and City Hall energy demand. The lab will be equipped with tables, chairs, whiteboards, and shelves to promote a healthy learning environment for students of all ages in an area already heavily trafficked by the community. The Energization Station could be the first energy demonstration center in Los Altos, paving the way for future educational energy-efficient projects to inspire the community and promote healthy outdoor spaces. The City of Los Altos is requesting $200,684 for installation of the Energization Station.

Full Description

The proposed location of the Energization Station is adjacent to a playground, the police station, youth center, library, history museum, baseball fields, and City Hall, although there are other additional locations around Los Altos City Hall and Community Center that could also be utilized for similar installations (See Figure 5). Locations near the Community Center would also highlight and compliment the green infrastructure, new electrical facilities, and future public engagement goals (as discussed in the "Organizational Project History" section).

Members of the community, teachers, and other organizations coming to use the facility will have a space to either exercise, work, play, learn, charge their vehicle and/or explore the area. The physical components of the Energization Station could potentially include the items listed below:

1. Energy Generating Workout Equipment (4 units)
2. Solar-powered charging table
3. Energy Display Unit
4. Battery Storage
5. Learning lab with seating, tables, and a whiteboard
6. Public Electric Vehicle Charging Stations (4-6 ports)

Figure 2: Example of an outdoor gym with energy-generating equipment.

Energy-generating workout equipment such as "The Green Read and Ride Bike" and/or the "Energy Hand Bike" will be utilized to create a healthy outdoor mini gym environment. Nearby signage will be used to explain how the exercise technology generates energy. Users will also see information on how much energy they are generating and where the energy is being applied through the Energy Display Unit. Additionally, recurring users will have the option to create an account to track their generation over time, and top generators will be displayed on the adjacent display unit like a video game ranking screen.

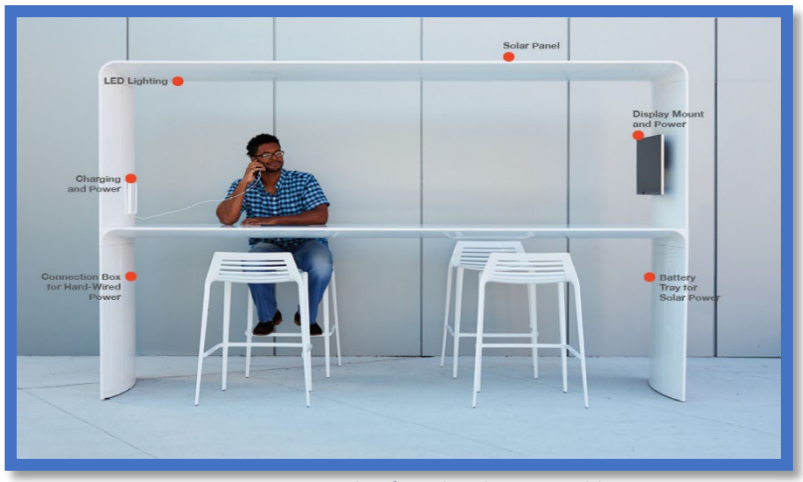

Figure 3: Example of a solar charging table

The solar-powered charging table will provide some shade utilizing a solar panel and provide plug-in locations for people to charge their devices. When energy is not being used to charge devices or supplement electric vehicle charging, the solar panel will charge the battery or City Hall.

The Energy Display Unit captures the energy created from the workout equipment and will demonstrate all the energy inputs and how they are being used through a dynamic schematic.

The schematic will change based on the real-time inputs of human energy to the workout equipment and energy outputs from EV and device charging. The unit will act as a central controller and demonstrate how much energy is still required from the grid to operate this quasi-microgrid. The display unit and nearby signage will also be used to educate on the grid and where our energy comes from locally. Creative conduit encasings will also provide an educational component by displaying the electrical wiring connecting the different units.

The learning lab will provide seating, tables, shelves, a whiteboard, and educational signage to bring all the components together in a multi-use outdoor space. This decarbonized office or learning space will reduce the accumulation of CO_2 and the need for ventilation in a traditional office/classroom setting. The surrounding apricot orchard and trees will provide more oxygen and a beautiful, healthy atmosphere for work, exercise, leisure, or learning. Organizations and teachers will be able to rent out the space for a unique educational experience and can request City staff to lead informative tours on the station components.

Figure 4: Example of learning lab where children can flourish.

Adjacent to the learning lab, the City will utilize existing parking to create 4-6 publicly facing EVCS ports. Adding an additional reason to visit the Energization Station, these EVCSs will be connected to the central controller, and available energy from the workout equipment generation and solar panel will help to supplement the charge. Eventually, the City will utilize these ports for future EV fleet vehicles during night hours, but they will remain publicly accessible during the day. Following installation, the facility will provide a myriad of opportunities for community outreach and GHG emission reductions, outlined in the following sections.

Green House Gas (GHG) Emissions Reduction

Utilizing the Energization Station as an outdoor gym, classroom, office, or study center will reduce energy demand and GHG emissions by producing energy locally through exercise and solar, as well as reducing the need for traditional indoor HVAC and gas water heater systems. Regulating indoor climates with traditional gas and refrigerant powered systems will continue to use more energy, fossil fuels, and create more GHG and ozone depleting emissions as extreme temperatures and weather events exacerbate with climate change. These systems also passively leak uncombusted methane and refrigerants which often go undetected (Optimized Thermal Systems, Inc., n.d.). By utilizing outdoor spaces, especially near the energy efficient and

fully electric Los Altos Community Center, we are reducing the need for traditional HVAC and gas water heaters and providing another avenue for the community to use and learn about decarbonized technologies. Specific emissions from HVAC and gas water heating systems vary depending on location, refrigerant type, fueling source, building capacity/use, and specific equipment used; therefore, averages of kg of CO_2 Equivalent were used to summarize emissions. The following assumptions were made to include a range of reductions based on the anticipated use of the facility.

- People are using the space over a generic gym, office, or classroom with traditional gas/refrigerant powered HVAC systems.
- Water heater methane emission reductions are anticipated due to use of the community center restrooms instead of people's homes, offices, classrooms, or gyms with assumed gas water heating systems. However, GHG reductions were not calculated due to potential variability and uncertainty of facility use. (Delforge, 2020)
- Averages from Small Office (5 conditioned zones) Lifetime Emissions in LA and Fresno with varying refrigerants were averaged and divided over an expected 20-year HVAC lifetime and then divided by 5 office rooms to get daily HVAC emission values of 3.5 kg CO2 Equivalent per person. (Optimized Thermal Systems, Inc., n.d.)
- People using a traditional gym will produce more heat and require additional HVAC proportional to heat produced. Gym HVAC emissions were estimated by multiplying the 3.5 kg CO2 Equivalent determined above by the ratio of expected BTUs per person during exercise (72 BTU/hr sf) over the expected BTUs per person during generic work activities (22 BTU/hr sf) equaling a multiplication factor of 3.3. (*Thermal Energy Created Metabolic Rate by the Human Body*, n.d.)
- People charging electric cars instead of 16-gallon tank gas cars causing 8.9 kg CO_2 per gallon *(Greenhouse Gas Emissions from a Typical Passenger Vehicle*, 2018) and 3.75×10^{-3} kg CH_4 per gallon (Wilson, 2022).

Figure 5: Example of proposed Energization Station locations.

Table 1: Estimated GHG emissions reductions and energy production.

Unit	Assumptions	GHG and/or Gas Reductions	Local Renewable Energy
Energy Generating Workout Equipment	4 users exercising on and off for 8 hours a day, producing 0.2 kWh/hour/person	4.5 kg of CO_2 Equivalent per day	6.4 kWh produced per day
Solar Powered Table	18.75 SF Solar Panel and 5.11 kWh/sqm/day GHI	6.2 kg of CO_2 Equivalent per day	8.8 kWh of solar energy available per day
Workspace	~ 10 people utilizing the space over an 8-hour day causing 3.5 kg CO_2 Equivalent per office	35 kg of CO_2 Equivalent per day	
Classroom Space	~ 10 people utilizing the space over an 8-hour day causing 3.5 kg CO_2 Equivalent per person	35 kg of CO_2 Equivalent per day	
Workout Space	~ 4 people utilizing equipment over a day causing 11.5 kg CO_2 Equivalent per person	46 kg of CO_2 Equivalent per day	
EVCS	~2 people getting full charge a day at each port or 12 people getting full charge a day vs 12 people filling up on gas and completely using their full tank	192 gallons of gas saved per day reducing CH_4 and CO_2 emissions by 0.072kg and 1709 kg respectively per full use of gas tank	

Budget

The City of Los Altos is requesting $200,684 to design and construct the Energization Station. The City will contribute at least $8,500 to this installation and additional funding if necessary. The budget includes the high end of the possible range of EVCS, estimating for 3 units with 6 charging ports. The electrical upgrades (estimated at $15,000) are anticipated to be covered through PG&E Rule 29 electrification aid but will be covered by the City if necessary.

Table 2: Proposed budget and funding for the Energization Station.

Line-Item Description	Average Cost Per Unit	Quantity	SVCE Funding	Other Funding	Total Cost
Energy Demonstration					
Energy Generating Exercise Unit	$6,951	4	$27,804	$0	$27,804
Equipment Installation	$15,000	1	$15,000	$0	$15,000
Energy Display Unit	$4,000	1	$4,000	$0	$4,000
Battery Storage	$10,000	1	$10,000	$0	$10,000
Electrical Design of Energization Station	$30,000	1	$30,000	$0	$30,000
Civil Design of Energization Station	$7,000	1	$0	$7,000	$7,000
Outdoor Learning Lab					
Educational Signage	$500	3	$0	$1,500	$1,500
Structural Components (walls/cover)	$2,000	5	$10,000	$0	$10,000
Solar Charging Table	$20,000	1	$20,000	$0	$20,000
Heavy-duty Whiteboard	$300	1	$300	$0	$300
Chairs	$200	10	$2,000	$0	$2,000
Tables	$2,500	2	$5,000	$0	$5,000
Shelves	$780	1	$780	$0	$780
Energy Education Smart Screen	$5,000	1	$5,000	$0	$5,000
EV Charging Stations					
EV Charging Station Level 2 (240 Volt public facing dual-port) Hardware, & 5 years of Software, & Services	$16,000 per unit	4-6 ports or 2-3 units	$32,000-$48,000	$0	$32,000-$48,000
Electrical Upgrades (if determined by PG&E)	$15,000	1	$0	$15,000	$15,000
EVCS Installation	$7,000	2-3 units	$14,000-$21,000	$0	$14,000-$21,000
Protective Bollards	$300	4-6	$1,200-$1,800	$0	$1,200-$1,800
Total Amount Requested			**$200,684**	**Total Cost**	**$224,184**

Table 3: Other sources of funding.

Source of Other Funding	Monetary	In-Kind $ Value	Total Contribution of Funding from Other Sources
CIP Sustainability Projects	$8,500	$0	$8,500
PG&E Rule 29	$15,000	$0	$15,000

Workplan & Timeline

The following timeline shows the quarterly progress and eventual completion of the project by December 31st , 2024.

Table 4: Anticipated project timeline.

2023 Quarterly Tasks	2023			
	Quarter 1: Jan-Mar	Quarter 2: Apr-Jun	Quarter 3: Jul-Sep	Quarter 4: Oct- Dec
If awarded in December 2022, Grant Agreement Establishment				
Accept Award at Council				
Reach out to ChargePoint for Estimates on EVCS				
Meet with PG&E to discuss existing infrastructure & whether upgrades are required /Design Aid				
In-house civil design development				
Put RFP for Electrical Design out to bid				
Award Design Contract				
Execute Professional Services Agreement				
Complete Project Design				
Obtain Necessary Permits/CEQA Exemption				
Go out to bid for Construction				
2024 Quarterly Tasks	**2024**			
Award Contract				
Construction of Facility				
Accept Completion of Project at City Council				
Launch of Community Outreach				

Outreach & Community Education Plan

Based on the proposed City central location and objective of the Energization Station, it is anticipated that community members and visitors will be drawn to this free unique experience, especially if they need a place to charge their vehicle. However, the City will also engage the public in specific opportunities explained below.

1. Energization Station Soiree or ribbon cutting ceremony to introduce the public to the new facility.
2. Organizations, NGOs, and teachers will be able to rent the space for City staff-led electrification education sessions.
3. Public Tours will be given by City staff to engage and educate the public on the importance of renewable energy sources.
4. Annual Exercise Generation Competition launching on January 1, 2025, where participants can log their generation throughout the year. Users producing the most energy will be placed at the top of a list/ranked and will be recognized via social media. The highest producer annually will be recognized and provided with a prize.

Outside of these opportunities, colorful signage and the dynamic energy display unit will inform users about renewables, decarbonization, and the grid. Thus, providing an inspiring installation for all ages, especially the next generation faced with the lifelong battle of climate change.

Furthermore, engaging children in outdoor learning has been shown to increase school performance, enhance physical, mental, and social health, support emotional, behavioral, and intellectual growth, and foster enthusiasm for education and the environment (*Outdoor Education – Research summary, n.d.*). Additionally, research shows that studying and exercising outside has a handful of positive benefits, such as improved focus, self-esteem, energy, and it can help combat depression, stress, and exhaustion (ACS Publications, 2022). The goal of the Energization Station is to create a widely accessible Energy Demonstration Facility engaging all ages in healthy and educational outdoor activities.

Organization Project History

The City of Los Altos has recently undergone a reorganization, and this project will be administered by the new Environmental Services and Utilities Department (ESUD) that went into effect on July 1, 2022. The ESUD team consists of passionate Sustainability Coordinators, Engineers, Maintenance Workers, and Administrators ready to roll out the climate action projects with help from other departments such as Development Services, Public Works, Parks and Recreation, and Finance in this tight nit Municipality. The following recent projects, grants, and community displays demonstrate our jurisdiction's competence in completing projects beneficial to the community.

Example Projects, Grants, and Community Demonstration Sites

Los Altos Community Center – Opened in October 2021, the 24,500 square foot sustainable community center includes dedicated space for senior, teen, and kindergarten preparation programs, as well as flexible indoor and outdoor community gathering spaces to accommodate rentals, various recreational programs, classes, and events. The project was funded through the General Fund, the Park and lieu fund, and through a loan, and was collectively administered by Maintenance, Recreation, and Engineering City departments alongside contracted PMs, architects, and construction vendors. The Center was designed to meet the LEED Gold Equivalent building standard, is all electric, has low flow fixtures, drip irrigation, contains four bioretention

areas, and included four EVCSs with infrastructure for later EVCS expansion. Including long-term sustainability goals during initial planning stages and collaboration with several City departments has led to this Centers continued success. The facility includes community outreach pamphlets to advertise on sustainable design features and includes outdoor space for proposed Energization Station components.

1266 Montclaire Outfall Repair – The ESUD division just successfully finished project management of a stormwater outfall repair discharging to the Permanente Creek. The project required extensive and frequent coordination with ArmyCorp, CDFW, Valley Water, and RWQCB to obtain permits. The site is now being monitored to ensure bank and plant stabilization.

Historic Structures Report Grant – The Historical Commission and the Los Altos History Museum prepared and submitted a Certified Local Government grant application to the State Office of Historic Preservation. The application was awarded $34,100 in Fiscal Year 2018-19 allowing City Public Works and Planning staff to contract with a historic preservation consultant to prepare a Historic Structures Report (HSR) for the Halsey House at Historic Redwood Grove Nature Preserve. The grant was successfully completed, and the report has become an instrumental document in determining the next steps at the Historic Halsey House.

Woodland Library Electric HVAC – As a result of PG&Es lack of local gas infrastructure, the City of Los Altos Parks and Recreation Department worked with $40,000 of PG&E funds to switch the existing gas heating system to an all-electric heat pump system at the Woodland Library.

Woodlands Library Demonstration Garden – Los Altos Girl Scout Troop 60321 partnered with City of Los Altos staff and other environmental and water related organizations to design and install a demonstration rain garden. The garden used drought resistant and native plants in conjunction with LID features and informational signage to educate the community on sustainable landscaping.

Electrical Upgrades at Grant Park Community Center- The City of Los Altos is currently working on upgrading electrical capacity at the Grant Park Community Center to transition to an all-electric HVAC and water heating system. The project has already been approved and awarded $600,000 in funding by the City Council. The center is highly trafficked especially by Seniors and following completion, the location will provide additional outreach materials to educate on the transition and the associated positive environmental impacts of decarbonization.

Conclusion

Thank you for your time and consideration in evaluating this opportunity. We believe this unique demonstration center will bring immense community value and engagement by creating fitness, learning, work, play, and/or leisure opportunities in a decarbonized facility. We look forward to hopefully introducing our community to this multi-use Energization Station and inspiring all ages for an electrified and renewable energy future.

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