



**SANTA CRUZ METROPOLITAN TRANSIT DISTRICT (METRO)
CAPITAL PROJECTS STANDING COMMITTEE AGENDA
REGULAR MEETING
JANUARY 10, 2020 – 1:00PM
METRO ADMIN OFFICES
110 VERNON STREET
SANTA CRUZ, CA 95060**

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The committee may take action on each item on the agenda. The action may consist of the recommended action, a related action or no action. Staff recommendations are subject to action and/or change by the Board of Directors.

COMMITTEE ROSTER

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MEETING TIME: 1:00PM

NOTE: THE COMMITTEE CHAIR MAY TAKE ITEMS OUT OF ORDER

- 1 CALL TO ORDER**
- 2 ROLL CALL**
- 3 ADDITIONS OR DELETIONS FROM AGENDA/ADDITIONAL DOCUMENTATION TO SUPPORT EXISTING AGENDA ITEMS**
- 4 ORAL AND WRITTEN COMMUNICATIONS TO THE CAPITAL PROJECTS STANDING COMMITTEE**

This time is set aside for Directors and members of the general public to address any item not on the Agenda, but which is within the matter jurisdiction of the Committee. Each member of the public appearing at a Committee meeting shall be limited to three minutes in his or her presentation, unless the Chair, at his or her discretion, permits further remarks to be made. Any person addressing the Committee may submit written statements, petitions or other documents to complement his or her presentation. When addressing the Committee, the individual may, but is not required to, provide his/her name and address in an audible tone for the record.
- 5 ORAL PACIFIC STATION UPDATE**

Jayme Ackemann, Acting Planning and Development Director
- 6 ORAL PARACRUZ FACILITY UPDATE**

Daniel Zaragoza, Operations Manager, Paratransit Division
- 7 REVIEW AND RECOMMEND APPROVAL OF THE JUDY K. SOUZA EV CHARGING INFRASTRUCTURE FUNDING UPDATE AND ACTION TO CREATE A LIFE OF PROJECT BUDGET**

Freddy Rocha, Facilities Maintenance Manager
- 8 ADJOURNMENT**

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VERBAL PRESENTATION ONLY

PACIFIC STATION UPDATE

Jayne Ackemann
Acting Planning and Development Director

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VERBAL PRESENTATION ONLY

PARACRUZ FACILITY UPDATE

Daniel Zaragoza
Operations Manager, Paratransit Division

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DATE: January 10, 2020
TO: Capital Projects Standing Committee
FROM: Freddy Rocha, Facilities Maintenance Manager
SUBJECT: REVIEW AND RECOMMEND APPROVAL OF THE JUDY K. SOUZA EV CHARGING INFRASTRUCTURE FUNDING UPDATE AND ACTION TO CREATE A LIFE OF PROJECT BUDGET

I. RECOMMENDED ACTION

That the Capital Projects Standing Committee review and recommend approval to the full Board of the creation of a Life of Project (LOP) budget and the proposed expenditure plan for the Judy K. Souza (JKS) Electric Vehicle (EV) charging infrastructure project in the amount of \$1,271,650

II. SUMMARY

- At its September 25, 2015 meeting, the Santa Cruz Metropolitan Transit District (METRO) Board of Directors (Board) adopted its first Electric Bus Implementation Strategy authorizing METRO to pursue grant funding to deploy electric buses.
- Between 2016 and 2018 METRO received grants sufficient to fund three zero emission over-the-road coaches, which are on hold pending technology advancements, and four zero emission fixed route buses that are scheduled to start arriving on site in April of 2020.
- On August 24, 2018, the Board approved an increase in the “on-call engineering services” with Bowman & Williams, Inc., which included \$112,650 for the EV charging infrastructure design and construction support services.
- On June 28, 2019, the Board authorized the execution of a contract with the Center for Transportation and the Environment (CTE) which included \$59,500 for assistance in the deployment of METRO’s first four Zero Emission Buses (ZEBs).
- On June 28, 2019, the Board approved METRO’s roadmap for the implementation of a ZEB charging infrastructure, which estimated the cost of the infrastructure at \$912,150.
- At its August 23, 2019 meeting, the Board ratified the execution of a contract with Central Electric Company to install electric vehicle charging infrastructure at JKS, not to exceed \$646,496.

- At its November 15, 2019 meeting, the Board approved a new capital projects list that included an additional \$300,000 for the completion of the JKS Yard-Charging infrastructure, taking the new revised estimate e for the project to \$1,271,650.
- Funding for this project is from a combination of the 2016 Federal Low-No Grant, 2019 LCTOP Formula Grant, Capital Cash Reserves and one-time FY19 carryover.
- As of January 2, 2020 METRO has invested a total of \$466,667 on the project from the total available funds of \$1,271,650.
- Staff is requesting that the Capital Projects Standing Committee review and recommend approval to the full board of the JKS EV charging infrastructure funding update and action to create a LOP budget as presented herein.

III. DISCUSSION/BACKGROUND

METRO's EV charging Infrastructure required approval from both Caltrans and PG&E.

Some of the delay and added costs in the delivery of this project is related to Caltrans not allowing METRO to run electrical conduits under the sidewalk in front of JKS. Instead, METRO had to redesign this part of the project to run the electrical conduits through the bus parking lot, adding \$7,727 in construction cost to the project. Currently all permits have been approved by Caltrans for this project and conduit installation has been completed.

Additionally, PG&E took a considerable amount of time to review the project charging Infrastructure design and requested a full vehicular vault along with more bollards be added, resulting in additional construction costs of \$10,103. PG&E will also be installing a pole and transformer for a special fee of \$52,712. PG&E has acknowledged receipt of a signed agreement for the selected option and payment of fees. Once the installation of the electrical pole and transformer is scheduled, PG&E will notify METRO of the date and time.

Late in the process, METRO determined that we needed to update the charging stations from 80KW to 125KW chargers in order to help ensure an expedient charge of the buses at night. The change in charging stations resulted in an additional cost of \$16,890 to increase the size of the conduits.

Proterra's newly released 125Kw charger recommended housekeeping pads for the chargers due to the slope of the yard, which added \$2,352 in additional costs. Engineering design was completed.

Finally, Central Electric's contract for \$553,349 needed to increase to \$591,667 as a result of these changes and a tax correction.

Staff is requesting that the Capital Projects Standing Committee review and recommend approval to the full board of the JKS EV charging infrastructure funding update and action to create a LOP budget as presented herein.

Table1. JKS Charging Infrastructure Revised Funding Source Plan

| Funding Source | Total Allocated | Invested Life to Date (through 12/23/2019) | Remaining Balance |
|--|--------------------|---|-------------------|
| FY19 LCTOP | \$646,496 | \$325,954 | \$320,542 |
| FY16 FTA Low-No | \$265,654 | \$112,502 | \$153,152* |
| Capital Cash Reserves | \$59,500 | \$0 | \$59,500 |
| FY19 One-Time Carryover Funding | \$300,000 | \$28,211 | \$271,789 |
| Total | \$1,271,650 | \$466,667 | \$804,983 |

* FY16 Low-No Grant, FTA allowed a "Lift and Lower" (ability to lift the funding use restriction and lower the amount granted) for the sole purpose of continuing to construct the depot charging infrastructure for the three Low-No buses. Therefore, the remaining balance of \$152,152 will only be used for infrastructure costs related to the three Low-No buses.

IV. STRATEGIC PLAN PRIORITIES ALIGNMENT

Completion of the Charging Infrastructure addresses #3, Service Quality and Delivery of the Strategic Business Plan, by the addition of the Watsonville Circulator.

Charging infrastructure addresses #6, State of Good Repair of the Strategic Business Plan, for deployment of our first four electric vehicles.

V. FINANCIAL CONSIDERATIONS/IMPACT

Funding for this project is currently available from various identified sources. Table 1 of this report reflects the JKS Charging Infrastructure Revised Funding Source Plan. The Project Manager is responsible for budgeting the appropriate capital amount in the budget during the life of the project.

VI. ALTERNATIVES CONSIDERED

The Board could choose to not approve this recommendation and instead cancel the charging infrastructure project. This alternative is not recommended since this project is needed in order to charge the new zero emission buses that are scheduled to arrive early in 2020.

VII. ATTACHMENTS

Attachment A: EV Charging Infrastructure LOP Budget Expenditure Plan


Prepared by: Freddy Rocha, Facilities Maintenance Manager
Wondimu Mengistu, Grants/Legislative Analyst

VIII. APPROVALS

Approved as to fiscal impact:
Angela Aitken, CFO

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Alex Clifford, CEO/General Manager



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Attachment A

EV Charging Infrastructure LOP Budget Expenditure Plan

| Activities | Base Estimate 6/28/19 | Funding Source 6/28/19 | New Estimate 11/15/19 | Funding Gap | New Funding Source to Fill Funding Gap |
|-----------------------------------|--------------------------|---------------------------|--------------------------|-------------------|--|
| Design & Engineering | \$88,500 | FY16 Low-No | \$ 112,502 | \$ 24,002 | FY16 Low-No |
| Equip Install 4 Charging Stations | \$288,000 | FY19 LCTOP | \$ - | \$ (288,000) | Included in the bus price |
| PG&E Special Fee | \$50,000 | FY19 LCTOP | \$ 52,712 | \$ 2,712 | FY19 LCTOP |
| Construction Support | \$35,650 | FY19 LCTOP | \$ 59,500 | \$ 23,850 | Cash Reserve |
| Construction | \$250,000 | FY19 LCTOP | \$ 593,784 | \$ 343,784 | FY19 LCTOP |
| *Project Contingency | \$200,000 | FY16 Low-No | \$ 300,000 | \$ 100,000 | FY19 One-Time Carryover |
| Low-No Construction | | | \$ 153,152 | \$ 153,152 | FY16 Low-No, only cost related to the 3 Low-No buses |
| Total | \$912,150 | | \$ 1,271,650 | \$ 359,500 | |

*Project contingency will fund the implementation of initial charging ports for up to ten buses at the Judy K. Souza Operations Facility (JKS).

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