



**REGULAR MEETING of the Board of Directors of the  
Peninsula Clean Energy Authority (PCEA)  
Thursday, March 26, 2020  
6:30 pm**

**PLEASE NOTE:** for Video conference: <https://meetings.ringcentral.com/j/1489555784>

for Audio conference: dial 1-623-404-9000, or 1-773-231-9226,

then enter the Meeting ID: 148-955-5784 followed by #

You will be instructed to enter your participant ID followed by #.

**NOTE:** Please see attached document for additional detailed teleconference instructions.

*PCEA shall make every effort to ensure that its video conferenced meetings are accessible to people with disabilities as required by Governor Newsom's March 17, 2020 Executive Order N-29-20. Individuals who need special assistance or a disability-related modification or accommodation (including auxiliary aids or services) to participate in this meeting, or who have a disability and wish to request an alternative format for the agenda, meeting notice, agenda packet or other writings that may be distributed at the meeting, should contact Anne Bartoletti, Board Clerk, at least 2 working days before the meeting at [abartoletti@peninsulacleanenergy.com](mailto:abartoletti@peninsulacleanenergy.com). Notification in advance of the meeting will enable PCEA to make best efforts to reasonably accommodate accessibility to this meeting and the materials related to it.*

*If you wish to speak to the Board, please use the "Raise Your Hand" function on the Ring Central platform. If you have anything that you wish to be distributed to the Board and included in the official record, please send to [abartoletti@peninsulacleanenergy.com](mailto:abartoletti@peninsulacleanenergy.com).*

**CALL TO ORDER / ROLL CALL**

**PUBLIC COMMENT**

This item is reserved for persons wishing to address the Board on any PCEA-related matters that are as follows: 1) Not otherwise on this meeting agenda; 2) Listed on the Consent Agenda and/or Closed Session Agenda; 3) Chief Executive Officer's or Staff Report on the Regular Agenda; or 4) Board Members' Reports on the Regular Agenda. Public comments on matters not listed above shall be heard at the time the matter is called.

As with all public comment, members of the public who wish to address the Board shall be given an opportunity to do so by the Board Chair during the videoconference meeting. Speakers are customarily limited to two minutes, but an extension can be provided to you at the discretion of the Board Chair.

**ACTION TO SET AGENDA and TO APPROVE CONSENT AGENDA ITEMS**

This item is to set the final consent and regular agenda, and for the approval of the items listed on the consent agenda. All items on the consent agenda are approved by one action.

## **REGULAR AGENDA**

1. Chair Report (Discussion)
2. CEO Report (Discussion)
3. Citizens Advisory Committee Report (Discussion)
4. Audit and Finance Committee Report (Discussion)
5. Selection of Chair and Vice Chair (Action)
6. Approve an on-bill credit of \$100 to California Alternate Rates for Energy (CARE) and Family Electric Rate Assistance (FERA) customers on their next bill, in a total amount not to exceed \$3.1 Million (Action)
7. Approve Second Investment Manager (Action)
8. Approve Lyft EV (Electric Vehicle) Contract (Action)
9. Review Strategic Plan and Provide Direction (Discussion)
10. Integrated Resource Plan (IRP) Update (Discussion)
11. Board Members' Reports (Discussion)

## **CONSENT AGENDA**

12. Approve ABB Contract for Nodal Energy Price Forecasts (Action)
13. Approval of the Minutes for the February 27, 2020 Meeting (Action)

## **INFORMATION ONLY REPORTS**

14. Marketing and Outreach Report
15. Regulatory and Legislative Report
16. Community Energy Programs Report
17. Procurement Report
18. Resiliency Strategy Report

Public records that relate to any item on the open session agenda for a regular board meeting are available for public inspection. Those records that are distributed less than 72 hours prior to the meeting are available for public inspection at the same time they are distributed to all members, or a majority of the members of the Board. The Board has designated the Peninsula Clean Energy office, located at 2075 Woodside Road, Redwood City, CA 94061, for the purpose of making those public records available for inspection. The documents are also available on the PCEA's Internet Web site located at: <http://www.peninsulacleanenergy.com>.

## Instructions for Joining a RingCentral 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 1 below) rather than your computer audio

### Options for Joining

- A. Videoconference with Phone Call Audio (*Recommended*) – see Option 1 below
- B. Videoconference with Computer Audio – see Option 2 below
- C. Calling in from iPhone using one-tap – see Option 3 below
- D. Calling in via Telephone/Landline – see Option 4 below

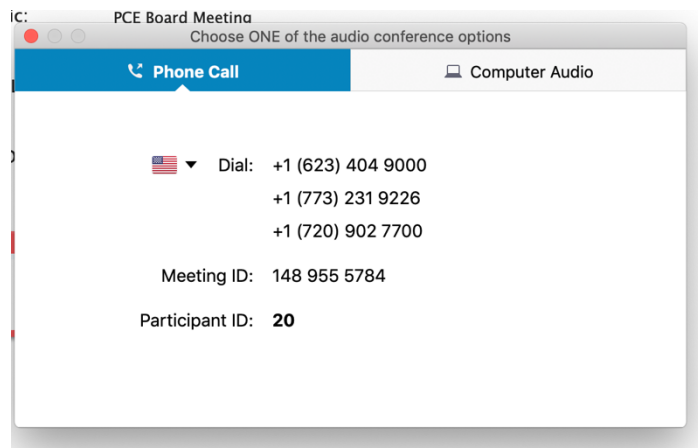
### Videoconference Options:

Prior to the meeting, we recommend that you install the RingCentral Meetings application on your computer by clicking here: <https://www.ringcentral.com/apps/rc-meetings>

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

### **Option 1 Videoconference with Phone Call Audio (Recommended):**

1. From your computer, click on the following link that is also included in the PCE Board Meeting Calendar Invitation : <https://meetings.ringcentral.com/j/1489555784>
2. The RingCentral Application will open on its own or you will be instructed to Open RingCentral Meetings.
3. 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.



**IMPORTANT:** Please do not use the Participant ID that is in the picture to the left. Enter the Participant ID that appears on your personal pop-up.

4. Please dial one of the phone numbers for the meeting (it does not matter which one) :

+1 (623) 404 9000

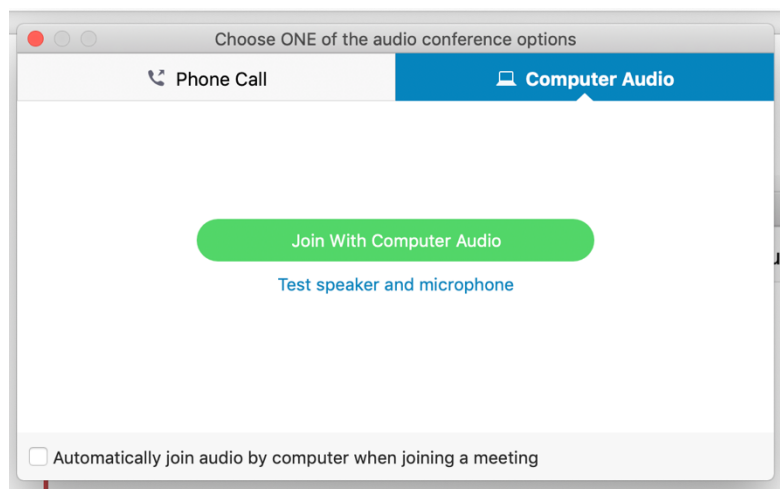
+1 (773) 231 9226

+1 (720) 902 7700

5. You will be instructed to enter the meeting ID: **148 955 5784 followed by #**
6. You will be instructed to enter in your **Participant ID followed by #**. Your Participant ID is unique to you and is what connects your phone number to your RingCentral account.
7. After a few seconds, your phone audio should be connected to the RingCentral application on your computer.
8. 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 Computer Audio:**

1. From your computer, click on the following link that is also included in the PCE Board Meeting Calendar Invitation : <https://meetings.ringcentral.com/j/1489555784>
2. The RingCentral Application will open on its own or you will be instructed to Open RingCentral Meetings.
3. 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.



4. Click the green Join With Computer Audio button
5. 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 the PowerPoint in real time. You can still download from the PCE website ([here](#)) the PowerPoint and follow along.

### **Option 3: Calling in from iPhone using one-tap**

Click on either of the “one-tap” numbers from your iPhone:

+1(623)4049000,,1489555784#

+1(773)2319226,,1489555784#

This is the call-in number followed by the meeting ID. Your iPhone will dial both numbers for you.

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 stay on the line and you will automatically join the meeting

### **Option 4: Calling in via Telephone/Landline:**

Dial either number:

+1(623)4049000

+1(773)2319226

You will be instructed to enter the meeting ID: **148 955 5784 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 stay on the line and you will automatically join the meeting



**PENINSULA CLEAN ENERGY AUTHORITY  
Board Correspondence**

**DATE:** March 19, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority (PCE) Board of Directors  
**FROM:** Jan Pepper, Chief Executive Officer  
**SUBJECT:** CEO Report

**REPORT:**

**PCE Staffing Update**

Current open positions which can be found on the PCE website under "Join Our Team":

- Regulatory Analyst
- Manager, DER Strategy

**Upcoming Rate Changes**

In a March 13, 2020 [Advice Letter](#) from PG&E to the California Public Utilities Commission, PG&E is proposing the implementation of its 2020 Energy Resource Recovery Account (ERRA) changes. The PCIA will increase to its capped amount of 0.5 cents/kWh for 2020 effective May 1. PG&E is also proposing changes to its generation rates, in which some rates will increase and others will decrease, but on balance appear to be neutral.

PCE staff is in the process of evaluating these rate changes and determining the exact amount that PCE rates will need to be reduced to continue PCE's 5% rate discount. PCE staff will bring a rate change proposal to the Board at the April meeting. This is not unexpected as the FY2019-2020 budget assumed 1) an increase of the PCIA to its capped amount of 0.5 cents/kWh, 2) no change in generation rates, and 3) an effective

date of January 1, 2020. Because the effective date has been delayed to May 1, PCE's revenues have been higher than budgeted in January and February.

The PCIA decision that the CPUC passed in 2018 that capped the increase in the PCIA rates also provided a "trigger" mechanism if the capped PCIA rates result in a certain level of undercollection or overcollection of PCIA revenues. The PG&E Advice Letter forecasts an undercollection in PCIA revenues such that the trigger threshold will be reached this year, in which case they will file an expedited application to the CPUC to bring the PCIA revenue shortfall down. Initial forecasts show this would result in a significant increase in the PCIA later on this year. PCE's regulatory team, along with CalCCA, are carefully reviewing PG&E's filing and engaging closely with the CPUC to propose a process that would not result in a significant rate shock to customers. We will keep the Board apprised of the status of these negotiations.

### **Impact of COVID-19 Crisis on PCE and what we are doing**

PCE staff are all working from home effective March 16 in keeping with the shelter-in-place directive by the San Mateo County Health Officer. We are utilizing RingCentral's video capabilities to hold remote meetings and are continuing to move forward with our activities and initiatives. PCE's call center, operated by Calpine, continues to operate and customers can continue to get answers to their questions there. We continue to actively monitor [info@peninsulacleanenergy.com](mailto:info@peninsulacleanenergy.com) to quickly respond to customer questions.

As the entire county shelters-at-home, electricity usage will change for both residential and commercial customers. We are reaching out to our large commercial customers to understand the changes they are implementing at their workplaces that will change their electricity usage. We are also monitoring the reports we receive from Calpine, as our metering agent, and Direct Energy, as our scheduling coordinator, to understand how electricity usage is changing for all customers classes, residential, small and medium commercial, large commercial, industrial, and agricultural with the shelter-in-place directive. We will be adjusting our operations as needed to reflect any changes in electricity load.

This crisis is causing an economic hardship for many people who are suddenly out of work with severely reduced income. This is what we are doing:

- We are bringing a proposal to you at this March Board meeting to provide a \$100 one-time bill credit for our CARE and FERA customers. We will send a notice by mail to inform these customers that they are getting this credit on their bill. CARE (California Alternative Rates for Energy) and FERA (Family Electric Rate Assistance) provides monthly discounts on PG&E bills for income-qualifying households.
- Because PG&E acts as the collection agency for non-paying customers, PCE has the option to opt-out non-paying customers back to PG&E bundled service;

once those customers return to PG&E, PG&E can then decide what actions to take for non-payment, including disconnecting those customers from utility service. Last year, when the CPUC initiated the Affordability docket, PCE stopped opting-out non-paying customers to PG&E in order to prevent any disconnections for our customers who were having affordability issues. Of course, we are continuing that policy today. We have also suspended sending late payment notices to active customers during this difficult time. Effective March 12, PG&E implemented a moratorium on service disconnections for non-payment for both residential and commercial customers.

- PG&E is also exploring extended payment terms for both residential and commercial customers, which would likely apply to both PG&E and CCA charges on customer bills. We are engaged that CalCCA is taking the lead to meet with PG&E on what these extended payment arrangements might be. We appreciate finding ways to help our customers get through this period of financial stress and will also evaluate the impact of such a program on PCE's cash flow and revenue projections.

Additional updates will be provided at the PCE Board Meeting on March 26.

## **Resiliency Programs**

PCE is actively moving forward on implementing our resiliency programs, more information of which is under Agenda Item 17 in this packet. One of the key partners we have been working with is the County Health Department. In light of the Coronavirus, we are exploring other key agencies that can help implement this program. We would appreciate Board members that had at least 2 PSPS events in your jurisdictions sharing with us the key non-profit agencies in their jurisdictions that could be partners in identifying and assisting PCE in outreach to medically vulnerable customers. Please contact Peter Levitt ([plevitt@peninsulacleanenergy.com](mailto:plevitt@peninsulacleanenergy.com)) with contact information for such agencies in your jurisdictions.

## **PCE Strategic Planning Activities**

The Board's Strategic Planning Subcommittee met with Gallagher Consulting and Jan on March 6 to review the draft strategic plan. Review and direction on the mission, vision, and key priorities will be discussed with the Board at the March Board meeting. Final adoption is expected at the April Board meeting, followed by implementation of the plan throughout the PCE organization in May.

### **Other Meetings and Events Attended by CEO**

Spoke on a panel with EBCE and SJCE at the CESA (California Energy Storage Alliance) annual member meeting in Berkeley on February 27: “Community Choice Aggregation Procurement Q&A”

Participated in Climate Leadership in San Mateo County 2.0 on February 24.

Attended the Yosemite Policymakers Conference from Thursday evening March 5 to Sunday March 8.

PCE hosted the CalCCA Board meeting at PCE offices on March 12.



**PENINSULA CLEAN ENERGY AUTHORITY  
JPA Board Correspondence**

**DATE:** March 19, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority Present

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors

**FROM:** Leslie Brown, Director of Customer Care

**SUBJECT:** Approve an on-bill credit of \$100 to California Alternative Rates for Energy (CARE) and Family Electric Rates for Energy (FERA) customers, in a total amount not to exceed \$3,100,000

**RECOMMENDATION:**

Peninsula Clean Energy staff recommends that the Board adopt a Resolution to approve an on-bill credit of \$100 to California Alternative Rates for Energy (CARE) and Family Electric Rates for Energy (FERA) customers, in an amount not to exceed \$3,100,000

**BACKGROUND:**

On March 17, 2020 Six Bay Area Counties, including San Mateo County, issued a 'shelter in place' Public Health Order to mitigate the spread of the COVID-19 virus. As a result of this order all non-essential business throughout the County are closed through April 7, and residents not employed in "essential" functions are required to either work from home or forgo work during the shutdown. While all Peninsula Clean Energy customers (residents and businesses) are currently facing unprecedented hardships during this time, our low-income customers are likely to be more impacted than most.

**DISCUSSION:**

The 'shelter in place' order is likely to result in higher than normal electric bills for most residential customers, as families will be home throughout the day instead of out of the home at work and/or school. These increased utility bills will be especially challenging for our CARE and FERA customers, who are also likely to be facing unemployment and lost wages at a higher rate due to their employing business's COVID-19 related closure. Peninsula Clean Energy Board Members have previously discussed issuing a \$100 bill credit to CARE and FERA customers as part of a broader set of programs to help customers in our community who might not otherwise be able to participate in other Peninsula Clean Energy programs, like purchasing an electric vehicle and investing in home electrification projects. Approving a \$100 bill credit at this unprecedented time would be particularly impactful to some of our most financially vulnerable customers.

Peninsula Clean Energy staff has already been in contact with our billing management partner, Calpine Energy Solutions, and they are prepared to move forward with an on-bill credit for customers on their next billing statement upon Board approval. Details on how this will be publicized and marketed to the recipients will be forthcoming.

**FISCAL IMPACT:**

Instituting a \$100 bill credit for CARE and FERA customers on their next billing statement will cost Peninsula Clean Energy approximately three million forty thousand and fifty dollars (\$3,040,500) based on CARE and FERA enrollment records as of March 17, 2020 (30,405 customers). Peninsula Clean Energy has sufficient funds in its reserves to implement such a credit without impacting normal business operations or diminishing funds from other approved programs.

**RESOLUTION NO. \_\_\_\_\_**

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

\* \* \* \* \*

**RESOLUTION APPROVING AN “ON BILL” CREDIT OF \$100 TO CALIFORNIA  
ALTERNATIVE RATES FOR ENERGY (CARE) AND FAMILY ELECTRIC RATES FOR  
ENERGY (FERA) CUSTOMERS, IN A TOTAL AMOUNT NOT TO EXCEED \$3.1M**

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

**WHEREAS**, the County of San Mateo has issued a ‘Shelter in Place’ order for residents as a result of COVID-19 through April 7, 2020; and

**WHEREAS**, residential customers will likely experience higher than normal energy use due to extended home confinement; and

**WHEREAS**, customers receiving CARE and FERA assistance are likely to be more significantly impacted by higher energy bills and loss of income from work stoppage; and

**WHEREAS**, Peninsula Clean Energy currently has approximately 30,405 customers receiving assistance through CARE and FERA; and

**WHEREAS**, Peninsula Clean Energy has sufficient funds in its reserves to implement a bill relief credit program to aid vulnerable customers.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the Board approve an on-bill credit of \$100 to California Alternative Rates for Energy (CARE) and Family Electric Rates for Energy (FERA) customers, in a total amount not to exceed \$3.1M

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**PENINSULA CLEAN ENERGY**  
**Board Correspondence**

**DATE:** March 13, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority Present

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors  
**FROM:** Andy Stern, Chief Financial Officer, Peninsula Clean Energy  
**SUBJECT:** Approve Retention of Investment Manager

**RECOMMENDATION:**

Approve retention of PFM Asset management LLC as a second investment manager to initially manage 40-60% of PCE's investment funds and direct Treasurer to execute any documents necessary to establish accounts, relationship and management.

**BACKGROUND**

The PCE Board approved a resolution on March 22, 2018 to engage First Republic Bank to manage excess funds in an investment account according to PCE's Investment Policy. The first deposit to that account of \$40 million was made on April 23, 2018. Since then, that investment account has grown to more than \$160 million.

The Audit and Finance Committee recommended that Staff look to retain a second investment manager to diversify investments to more than one bank/provider. PCE Staff released an RFP to solicit interested investment management providers to submit proposals on December 20, 2019. A total of 7 firms expressed interest and 6 firms submitted proposals by the deadline of February 7, 2020.

A subset of the Audit and Finance Committee (not representing a quorum) engaged deeply with Staff to assess the 6 proposals in order to determine which of the proposers should be invited to make a presentation to the Audit and Finance Committee at the special meeting on March 9, 2020 that was scheduled to hear from the selected firms. Those members determined that one proposal, from PFM Asset Management LLC, was uniquely qualified above all the others and that meeting with PFM only was sufficient with the understanding that if the Committee was not satisfied, other interviews would be scheduled. At that March 9,

2020 meeting, representatives from PFM made a presentation to the Committee including background, philosophy and fees.

**DISCUSSION:**

PFM provides similar investment management services to many other public agencies including the Cities of Burlingame and Redwood City, and to the County of San Mateo. Representatives of each were consulted as references.

PFM's fees are in line with other providers and with the fees that are currently paid to First Republic Bank. The proposed annual fees by PFM are as follows:

- First \$25 million – 0.10% of assets
- Next \$25 million – 0.08% of assets
- Next \$50 million – 0.07% of assets
- Over \$100 million – 0.06% of assets

**Recommendation**

Based on the direction of the Board's Audit & Finance Committee, PCE staff is recommending that PCE engage PFM Asset Management LLC as a second investment manager with an initial transfer of 40-60% of the funds that are currently held in the First Republic Bank investment account.

**FISCAL IMPACT:**

Minimal. For an estimated initial account balance of approximately \$80 million, the annual fee would be \$66,000 by PFM but that would be offset by the savings on fees that First Republic Bank would have charged for those same funds.

**RESOLUTION NO. \_\_\_\_\_**

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

\* \* \* \* \*

**RESOLUTION APPROVING RETENTION OF PFM ASSET MANAGEMENT LLC AS  
A SECOND INVESTMENT MANAGER TO INITIALLY MANAGE 40-60% OF PCE'S  
INVESTMENT FUNDS AND DIRECTING THE TREASURER TO EXECUTE ANY  
DOCUMENTS NECESSARY TO ESTABLISH ACCOUNTS AND MANAGEMENT**

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

**WHEREAS**, the Board of the Peninsula Clean Energy Authority approved a resolution on March 22, 2018 authorizing the establishment of an investment account with First Republic Bank to invest excess funds in accordance with PCE's Investment Policy; and

**WHEREAS**, the funds in the investment account with First Republic Bank are funds that are not likely to be required on a short-term basis for liquidity and operational needs; and

**WHEREAS**, the funds in the investment account with First Republic Bank have grown to above \$160,000,000 as of February 29, 2020; and

**WHEREAS**, the PCE Board of Directors has determined that it is prudent to diversify the management of those funds to two managers.

**NOW, THEREFORE, IT IS HEREBY RESOLVED** that the Board approves the retention of PFM Asset Management LLC as a second investment manager to manage 40-60% of PCE's investment funds and directs the Treasurer to execute documents necessary to establish such account.

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**PENINSULA CLEAN ENERGY AUTHORITY**

**Board Correspondence**

**DATE:** March 16, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority Present

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors  
**FROM:** Rafael Reyes, Director of Programs, Peninsula Clean Energy Authority  
**SUBJECT:** Ride-Hail Electrification Pilot Program and Partnership with Lyft

**RECOMMENDATION:**

1. Approve the proposed 15-month Ride-Hail Electrification Pilot Program, running through the end of fiscal year 2021, for up to \$500,000 in ride-hail driver electric vehicle incentives, and
2. Authorize the PCEA CEO to enter into an agreement with FlexDrive, a Lyft rental partner, for the purpose of conducting the Ride-Hail Electrification Pilot Program.

**BACKGROUND:**

In September 2018, the Board approved the PCE Program Roadmap, which identifies programs for 2019 and beyond to include transportation electrification measures, such as new and used vehicle purchase incentives, a multi-year electric vehicle (EV) infrastructure program, fleets, and shared mobility.

Transportation emissions are the most significant challenge to deep decarbonization in San Mateo County. These on-road emissions account for 61% of direct emissions within the County and are still increasing. Half (54%) of transportation emissions are from personally owned vehicles such as sedan, light-duty trucks, and SUVs.

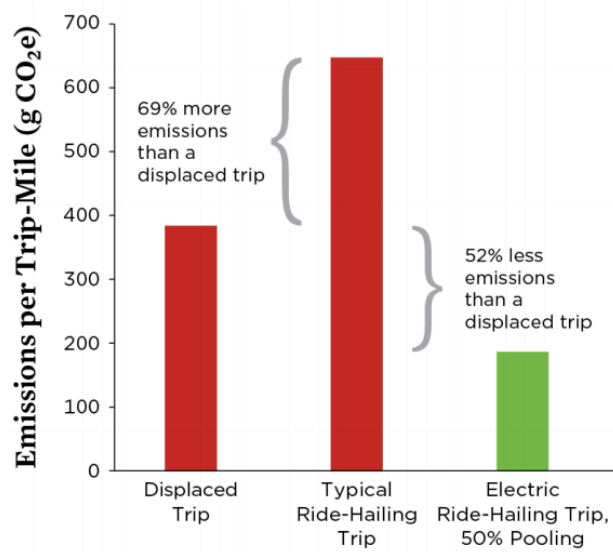
Electrifying ride-hailing fleets, also known as Transportation Network Companies (TNCs), such as Uber and Lyft, have significant emissions-reductions potential. A recent report<sup>1</sup> from the Union of Concerned Scientists shows that TNC vehicles are currently increasing emissions, even more so than the emissions reductions from trips that are displaced. However, electrifying these

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<sup>1</sup> Union of Concerned Scientists, "Ride-Hailing's Climate Risks" [https://www.ucsusa.org/sites/default/files/2020-02/Ride-Hailings-Climate-Risks-Methodology\\_0.pdf](https://www.ucsusa.org/sites/default/files/2020-02/Ride-Hailings-Climate-Risks-Methodology_0.pdf)

vehicles would lead to an overall decrease in emissions, especially if vehicles are shared. An August 2019 UC Davis study<sup>2</sup> also found that electrifying TNC vehicles is a high-impact strategy as these vehicles have up to a three fold benefit in greenhouse gas pollution reduction as compared to benefits gained from the electrification of a personally-owned vehicle. This benefit is amplified by exposing both drivers and riders to EVs.

#### Relative Emissions from Private Vehicles vs Ride-Hailing Trips



Ride-hail electrification programs are relatively nascent, although a couple of prominent pilot projects have been conducted. Lyft recently launched a 200-vehicle pilot<sup>3</sup> in Colorado, after the state allowed for incentives to be utilized by the TNC industry. The program utilizes Lyft's rental car partnerships. Previously, Lyft had piloted<sup>4</sup> a "Green Mode" setting in Seattle, which allowed users to request an electric vehicle, if available. Uber, having piloted<sup>5</sup> an EV-program in Seattle, is seeking to expand initiatives to other US cities, including San Francisco, though specific program details, such as the total number of vehicles, have not been announced.

While this program is designed to achieve significant and measurable greenhouse gas emissions, it will also provide benefits to the low-income community. This program will provide a low-barrier entry point to EVs for ride-hail drivers, by utilizing weekly rental programs, and save drivers costs through vehicle incentives provided by PCE and free EV fast charging, provided by Lyft. Utilizing a rough average of 190 miles/day for "full-time" ride-hail drivers, and Bay Area fuel costs of \$3.50/gallon and fuel efficiency of 30 MPG, this program has the potential to save each driver over \$650 in fuel costs each month<sup>6</sup>.

<sup>2</sup> UC Davis, National Center for Sustainable Transportation, "Emissions Benefits of Electric Vehicles in Uber and Lyft Services" <https://escholarship.org/uc/item/15s1h1kn>

<sup>3</sup> Colorado Sun, "Lyft is introducing a fleet of 200 electric Kias in Colorado, a car model that motorists here can't even buy" <https://coloradosun.com/2019/11/14/kia-niro-lyft-colorado-fleet/>

<sup>4</sup> Electrek, "Lyft's new 'Green Mode' lets riders request an EV" <https://electrek.co/2019/02/06/lyft-green-mode/>

<sup>5</sup> Uber, "Electrifying for a greener Portland" <https://www.uber.com/blog/portland/electric-vehicles-portland/>

<sup>6</sup> 190 miles per day per UC Davis study linked earlier, average fuel efficiency of 30 MPG and average fuel cost of \$3.50/gallon.

## **DISCUSSION:**

The program outlined here is designed to address a high-impact transportation sector, TNC vehicles, and launch Peninsula Clean Energy's "New Mobility" track of programs. The program seeks to partner with Lyft and utilize existing rental-car partnerships to electrify up to 100 vehicles concurrently over a two-year period. If continually sustained at the 100-vehicle level, this program has the potential to electrify over 6 million vehicle-miles travelled per year.

The proposed program includes the following components: driver subsidies, charging, marketing and outreach, and data collection.

- 1- **Driver subsidy.** Lyft utilizes partnerships with rental car agencies such as Hertz and FlexDrive, to offer vehicles for many of its ride-hail drivers. The vehicles are typically rented to drivers on a weekly basis. To make electric vehicles more accessible to ride-hail drivers, Peninsula Clean Energy would offer a subsidy to reduce the weekly rental rate of electric vehicles so that they are the most affordable option. The incentive would be made available only to Peninsula Clean Energy customers. The budget for this program assumes a weekly subsidy rate of \$70 per vehicle, though this rate will be tested for its effectiveness in converting drivers to electric vehicles and could be decreased or increased to maximize overall program impact. Peninsula Clean Energy would negotiate rental rates in collaboration with Lyft and the rental-car companies would pass on the incentive to the drivers and seek reimbursement from Peninsula Clean Energy. By utilizing this approach, Peninsula Clean Energy benefits through the use of existing partnerships between Lyft and the rental-car companies and greatly simplifies the administrative burden by shifting responsibility of customer tracking to these companies.
- 2- **Charging.** Access to fast charging stations is assumed to be a critical component of this program. In that regard, this proposed ride-hail program is being planned to coincide with Peninsula Clean Energy's EV infrastructure program, which is dedicating \$12 million to install additional fast charging stations over the next four years in partnership with the California Energy Commission. The ride-hail program will monitor station utilization and collect driver feedback to ensure that fast charging access is reliable and only scale the ride-hail electrification pilot program as the availability of existing fast charging infrastructure permits, to avoid overcrowding DC fast charging infrastructure or a negative ride-hail driver experience.

Lyft has also agreed to provide unlimited free fast charging to drivers in this proposed pilot program through their existing partnerships with EVgo and Electrify America, adding a valuable benefit to drivers.

- 3- **Marketing and Outreach.** Lyft has agreed to provide outreach, recruitment, and training to drivers. In their Colorado program, Lyft has provided an online resource that provides training on electric vehicles and how to use charging stations, which would be replicated for this program. Drivers in that program were also matched with experienced EV drivers to provide peer to peer training. While staff recommend utilizing Lyft's resources for this program, additional marketing and training to Peninsula Clean Energy customers may be necessary and will be determined in the pilot.

- 4- **Data Collection.** Peninsula Clean Energy will be entering into a data-sharing agreement with Lyft, which will fully outline the data to be shared between the two organizations. Peninsula Clean Energy will seek to obtain customer information from Lyft to integrate into Peninsula Clean Energy's customer management databases. We will also seek to obtain utilization data from Lyft. Data on charging sessions is a core data set and may be obtained through DC fast charging companies. In the event this isn't possible or the data received through these channels isn't useful to Peninsula Clean Energy, additional data collection sources such as in-vehicle hardware may be necessary to provide detailed charging sessions data. Some additional vehicle data points of interest are: charging load shapes, breakouts of public vs at-home charging, charging levels utilized (e.g. fast charging, level 2, level 1), etc. In addition, Peninsula Clean Energy will be gathering driver feedback as a critical metric and utilizing vehicle-miles travelled in the EV ride-hail vehicles to calculate greenhouse gas reductions as compared to gas vehicles.

Coordination among all relevant stakeholders is an essential component to success in this program. As such, Peninsula Clean Energy has already been in discussions with BAAQMD (Bay Area Air Quality Management District) and SFO (San Francisco International Airport) about how to best develop and coordinate a program for ride-hail drivers.

The program is being planned as a pilot, with early actions occurring as early as spring 2020 and ramping up to full scale over the summer and fall 2020. Peninsula Clean Energy staff will return in early spring 2021 with an evaluation on pilot results and recommendations on continuing the program to FY 2022.

**FISCAL IMPACT:**

The total fiscal impact for Peninsula Clean Energy is estimated to be \$500,000 over 15 to 18 months through the end of FY 2021. This budget is entirely comprised of ride-hail driver incentives. Ride-hail driver electric vehicle incentive costs are estimated to be \$70/week per driver and the program is expected to take several months to ramp up to a targeted upper limit of 100 EVs in operation.

**RESOLUTION NO. \_\_\_\_\_**

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

\* \* \* \* \*

**RESOLUTION DELEGATING AUTHORITY TO THE CHIEF EXECUTIVE  
OFFICER TO EXECUTE AN AGREEMENT WITH FLEXDRIVE TO PROVIDE  
ELECTRIC VEHICLES FOR RIDE HAILING SERVICE DRIVERS IN AN  
AMOUNT NOT TO EXCEED \$500,000 WITH TERMS CONSISTENT WITH  
THOSE PRESENTED AND IN A FORM APPROVED BY THE GENERAL  
COUNSEL.**

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**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**, electrifying all powered modes of transportation to reduce greenhouse gasses is part of PCE's program roadmap as approved by this Board; and

**WHEREAS**, ride-hailing services are a large and growing source of greenhouse gasses; and

**WHEREAS**, ride-hailing service Lyft has approached PCE to implement a pilot program to facilitate Lyft drivers in getting access to electric vehicles; and

**WHEREAS**, Lyft works with FlexDrive to offer rental vehicles to Lyft drivers; and

**WHEREAS**, PCE staff and FlexDrive intend to negotiate terms for an agreement outlining the parameters of EV rental services for Lyft drivers with a term of approximately May 1, 2020 through December 31, 2021 in an amount not to exceed \$500,000.

**WHEREAS**, the Board wishes to delegate to the Chief Executive Officer authority to finalize and execute the aforementioned Agreement.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the Board delegates authority to the Chief Executive Officer to: Finalize and execute an Agreement with the Contractor with terms consistent with those presented, in a form approved by the General Counsel.

\* \* \* \* \*

# AGREEMENT BETWEEN THE PENINSULA CLEAN ENERGY AUTHORITY AND FLEXDRIVE

This Agreement is entered into this [day] day of April, 2020, by and between the Peninsula Clean Energy Authority, a joint powers authority of the state of California, hereinafter called "PCEA," and FlexDrive, hereinafter called "Contractor."

\* \* \*

Whereas, pursuant to Section 6508 of the Joint Exercise of Powers Act, PCEA may contract with independent contractors for the furnishing of services to or for PCEA; and

Whereas, it is necessary and desirable that Contractor be retained for the purpose of implementing an electric vehicle rental program for ride-hailing services.

**Now, therefore, it is agreed by the parties to this Agreement as follows:**

## **1. Exhibits and Attachments**

The following exhibits and attachments are attached to this Agreement and incorporated into this Agreement by this reference:

Exhibit A—Services  
Exhibit B—Payments and Rates

## **Services to be performed by Contractor**

In consideration of the payments set forth in this Agreement and in Exhibit B, Contractor shall perform services for PCEA in accordance with the terms, conditions, and specifications set forth in this Agreement and in Exhibit A.

## **2. Payments**

In consideration of the services provided by Contractor in accordance with all terms, conditions, and specifications set forth in this Agreement and in Exhibit A, PCEA shall make payment to Contractor based on the rates and in the manner specified in Exhibit B. PCEA reserves the right to withhold payment if PCEA determines that the quantity or quality of the work performed is unacceptable. In no event shall PCEA's total fiscal obligation under this Agreement exceed five hundred thousand dollars (\$500,000). In the event that PCEA makes any advance payments, Contractor agrees to refund any amounts in excess of the amount owed by PCEA at the time of contract termination or expiration. Invoices should be sent to [finance@peninsulacleanenergy.com](mailto:finance@peninsulacleanenergy.com).

## **3. Term**

Subject to compliance with all terms and conditions, the term of this Agreement shall be from May 1, 2020 through December 31, 2021.

## **4. Termination; Availability of Funds**

This Agreement may be terminated by Contractor or by the Chief Executive Officer of PCEA or his/her designee at any time without a requirement of good cause upon thirty (30) days' advance written notice to the other party. Subject to availability of funding, Contractor shall be entitled to receive payment for work/services provided prior to termination of the Agreement. Such payment shall be that prorated

portion of the full payment determined by comparing the work/services actually completed to the work/services required by the Agreement.

PCEA may terminate this Agreement or a portion of the services referenced in the Attachments and Exhibits based upon the unavailability of Federal, State, or PCEA funds by providing written notice to Contractor as soon as is reasonably possible after PCEA learns of said unavailability of outside funding.

## **5. Contract Materials**

At the end of this Agreement, or in the event of termination, all finished or unfinished documents, data, studies, maps, photographs, reports, and other written materials (collectively referred to as "contract materials") prepared by Contractor under this Agreement shall become the property of PCEA and shall be promptly delivered to PCEA. Upon termination, Contractor may make and retain a copy of such contract materials if permitted by law.

## **6. Relationship of Parties**

Contractor agrees and understands that the work/services performed under this Agreement are performed as an independent contractor and not as an employee of PCEA and that neither Contractor nor its employees acquire any of the rights, privileges, powers, or advantages of PCEA employees.

## **7. Hold Harmless**

### **a. General Hold Harmless**

Contractor shall indemnify and save harmless PCEA and its officers, agents, employees, and servants from all claims, suits, or actions of every name, kind, and description resulting from this Agreement, the performance of any work or services required of Contractor under this Agreement, or payments made pursuant to this Agreement brought for, or on account of, any of the following:

- (A) injuries to or death of any person, including Contractor or its employees/officers/agents;
- (B) damage to any property of any kind whatsoever and to whomsoever belonging;
- (C) any sanctions, penalties, or claims of damages resulting from Contractor's failure to comply, if applicable, with the requirements set forth in the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and all Federal regulations promulgated thereunder, as amended; or
- (D) any other loss or cost, including but not limited to that caused by the concurrent active or passive negligence of PCEA and/or its officers, agents, employees, or servants. However, Contractor's duty to indemnify and save harmless under this Section shall not apply to injuries or damage for which PCEA has been found in a court of competent jurisdiction to be solely liable by reason of its own negligence or willful misconduct.

The duty of Contractor to indemnify and save harmless as set forth by this Section shall include the duty to defend as set forth in Section 2778 of the California Civil Code.

## **8. Assignability and Subcontracting**

Contractor shall not assign this Agreement or any portion of it to a third party or subcontract with a third party to provide services required by Contractor under this Agreement without the prior written consent of

PCEA. Any such assignment or subcontract without PCEA's prior written consent shall give PCEA the right to automatically and immediately terminate this Agreement without penalty or advance notice.

**9. Payment of Permits/Licenses**

Contractor bears responsibility to obtain any license, permit, or approval required from any agency for work/services to be performed under this Agreement at Contractor's own expense prior to commencement of said work/services. Failure to do so will result in forfeit of any right to compensation under this Agreement.

**10. W9 Form and Submission of Invoices**

Prior to submitting an invoice to PCE, Contractor shall submit a completed W9 form electronically to PCE's Finance Email ([finance@peninsulacleanenergy.com](mailto:finance@peninsulacleanenergy.com)). Contractor understands that no invoice will be paid by PCE unless and until a W9 Form is received by PCE. Contractor shall email all invoices to PCE's Finance Email. Invoices shall not be submitted by other means.

**11. Insurance**

**a. General Requirements**

Contractor shall not commence work or be required to commence work under this Agreement unless and until all insurance required under this Section has been obtained and such insurance has been approved by PCEA, and Contractor shall use diligence to obtain such insurance and to obtain such approval. Contractor shall furnish PCEA with certificates of insurance evidencing the required coverage, and there shall be a specific contractual liability endorsement extending Contractor's coverage to include the contractual liability assumed by Contractor pursuant to this Agreement. These certificates shall specify or be endorsed to provide that thirty (30) days' notice must be given, in writing, to PCEA of any pending change in the limits of liability or of any cancellation or modification of the policy.

**b. Workers' Compensation and Employer's Liability Insurance**

Contractor shall have in effect during the entire term of this Agreement workers' compensation and employer's liability insurance providing full statutory coverage. In signing this Agreement, Contractor certifies, as required by Section 1861 of the California Labor Code, that (a) it is aware of the provisions of Section 3700 of the California Labor Code, which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of the Labor Code, and (b) it will comply with such provisions before commencing the performance of work under this Agreement.

**c. Liability Insurance**

Contractor shall take out and maintain during the term of this Agreement such bodily injury liability and property damage liability insurance as shall protect Contractor and all of its employees/officers/agents while performing work covered by this Agreement from any and all claims for damages for bodily injury, including accidental death, as well as any and all claims for property damage which may arise from Contractor's operations under this Agreement, whether such operations be by Contractor, any subcontractor, anyone directly or indirectly employed by either of them, or an agent of either of them. Such insurance shall be combined single limit bodily injury and property damage for each occurrence and shall not be less than the amounts specified below:

☒ Comprehensive General Liability... \$1,000,000

(Applies to all agreements)

☒ Motor Vehicle Liability Insurance... \$1,000,000

(To be checked if motor vehicle used in performing services)

☐ Professional Liability..... \$1,000,000

(To be checked if Contractor is a licensed professional)

PCEA and its officers, agents, employees, and servants shall be named as additional insured on any such policies of insurance, which shall also contain a provision that (a) the insurance afforded thereby to PCEA and its officers, agents, employees, and servants shall be primary insurance to the full limits of liability of the policy and (b) if the PCEA or its officers, agents, employees, and servants have other insurance against the loss covered by such a policy, such other insurance shall be excess insurance only.

In the event of the breach of any provision of this Section, or in the event any notice is received which indicates any required insurance coverage will be diminished or canceled, PCEA, at its option, may, notwithstanding any other provision of this Agreement to the contrary, immediately declare a material breach of this Agreement and suspend all further work and payment pursuant to this Agreement.

## **12. Compliance With Laws**

All services to be performed by Contractor pursuant to this Agreement shall be performed in accordance with all applicable Federal, State, County, and municipal laws, ordinances, and regulations, including but not limited to the Health Insurance Portability and Accountability Act of 1996 (HIPAA) and the Federal Regulations promulgated thereunder, as amended (if applicable), the Business Associate requirements set forth in Attachment H (if attached), the Americans with Disabilities Act of 1990, as amended, and Section 504 of the Rehabilitation Act of 1973, which prohibits discrimination on the basis of disability in programs and activities receiving any Federal or County financial assistance. Such services shall also be performed in accordance with all applicable ordinances and regulations, including but not limited to appropriate licensure, certification regulations, provisions pertaining to confidentiality of records, and applicable quality assurance regulations. In the event of a conflict between the terms of this Agreement and any applicable State, Federal, County, or municipal law or regulation, the requirements of the applicable law or regulation will take precedence over the requirements set forth in this Agreement.

Contractor will timely and accurately complete, sign, and submit all necessary documentation of compliance.

## **13. Non-Discrimination and Other Requirements**

### **a. General Non-discrimination**

No person shall be denied any services provided pursuant to this Agreement (except as limited by the scope of services) on the grounds of race, color, national origin, ancestry, age, disability (physical or mental), sex, sexual orientation, gender identity, marital or domestic partner status, religion, political beliefs or affiliation, familial or parental status (including pregnancy), medical condition (cancer-related), military service, or genetic information.

### **b. Equal Employment Opportunity**

Contractor shall ensure equal employment opportunity based on objective standards of recruitment, classification, selection, promotion, compensation, performance evaluation, and management relations for all employees under this Agreement. Contractor's equal employment policies shall be made available to PCEA upon request.

**c. Section 504 of the Rehabilitation Act of 1973**

Contractor shall comply with Section 504 of the Rehabilitation Act of 1973, as amended, which provides that no otherwise qualified individual with a disability shall, solely by reason of a disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination in the performance of any services this Agreement. This Section applies only to contractors who are providing services to members of the public under this Agreement.

**d. Compliance with County's Equal Benefits Ordinance**

With respect to the provision of benefits to its employees, Contractor shall comply with Chapter 2.84 of the County Ordinance Code, which prohibits contractors from discriminating in the provision of employee benefits between an employee with a domestic partner and an employee with a spouse. In order to meet the requirements of Chapter 2.84, Contractor must certify which of the following statements is/are accurate:

- ☒ Contractor complies with Chapter 2.84 by offering the same benefits to its employees with spouses and its employees with domestic partners.
- ☐ Contractor complies with Chapter 2.84 by offering, in the case where the same benefits are not offered to its employees with spouses and its employees with domestic partners, a cash payment to an employee with a domestic partner that is equal to Contractor's cost of providing the benefit to an employee with a spouse.
- ☐ Contractor is exempt from having to comply with Chapter 2.84 because it has no employees or does not provide benefits to employees' spouses.
- ☐ Contractor does not comply with Chapter 2.84, and a waiver must be sought.

**e. Discrimination Against Individuals with Disabilities**

The nondiscrimination requirements of 41 C.F.R. 60-741.5(a) are incorporated into this Agreement as if fully set forth here, and Contractor and any subcontractor shall abide by the requirements of 41 C.F.R. 60-741.5(a). This regulation prohibits discrimination against qualified individuals on the basis of disability and requires affirmative action by covered prime contractors and subcontractors to employ and advance in employment qualified individuals with disabilities.

**f. History of Discrimination**

Contractor must check one of the two following options, and by executing this Agreement, Contractor certifies that the option selected is accurate:

- ☒ No finding of discrimination has been issued in the past 365 days against Contractor by the Equal Employment Opportunity Commission, Fair Employment and Housing Commission, or any other investigative entity.

- ☐ Finding(s) of discrimination have been issued against Contractor within the past 365 days by the Equal Employment Opportunity Commission, Fair Employment and Housing Commission, or other investigative entity. If this box is checked, Contractor shall provide PCEA with a written explanation of the outcome(s) or remedy for the discrimination.

**g. Reporting: Violation of Non-discrimination Provisions**

Contractor shall report to the Chief Executive Officer of PCEA the filing in any court or with any administrative agency of any complaint or allegation of discrimination on any of the bases prohibited by this Section of the Agreement or Section 12, above. Such duty shall include reporting of the filing of any and all charges with the Equal Employment Opportunity Commission, the Fair Employment and Housing Commission, or any other entity charged with the investigation or adjudication of allegations covered by this subsection within 30 days of such filing, provided that within such 30 days such entity has not notified Contractor that such charges are dismissed or otherwise unfounded. Such notification shall include a general description of the circumstances involved and a general description of the kind of discrimination alleged (for example, gender-, sexual orientation-, religion-, or race-based discrimination).

Violation of the non-discrimination provisions of this Agreement shall be considered a breach of this Agreement and subject the Contractor to penalties, to be determined by the Chief Executive Officer, including but not limited to the following:

- i. termination of this Agreement;
- ii. disqualification of the Contractor from being considered for or being awarded a PCEA contract for a period of up to 3 years;
- iii. liquidated damages of \$2,500 per violation; and/or
- iv. imposition of other appropriate contractual and civil remedies and sanctions, as determined by the Chief Executive Officer.

To effectuate the provisions of this Section, the Chief Executive Officer shall have the authority to offset all or any portion of the amount described in this Section against amounts due to Contractor under this Agreement or any other agreement between Contractor and PCEA.

**14. Compliance with County Employee Jury Service Ordinance**

Contractor shall comply with Chapter 2.85 of the County's Ordinance Code, which states that Contractor shall have and adhere to a written policy providing that its employees, to the extent they are full-time employees and live in San Mateo County, shall receive from the Contractor, on an annual basis, no fewer than five days of regular pay for jury service in San Mateo County, with jury pay being provided only for each day of actual jury service. The policy may provide that such employees deposit any fees received for such jury service with Contractor or that the Contractor may deduct from an employee's regular pay the fees received for jury service in San Mateo County. By signing this Agreement, Contractor certifies that it has and adheres to a policy consistent with Chapter 2.85. For purposes of this Section, if Contractor has no employees in San Mateo County, it is sufficient for Contractor to provide the following written statement to County: "For purposes of San Mateo County's jury service ordinance, Contractor certifies that it has no full-time employees who live in San Mateo County. To the extent that it hires any such employees during the term of its Agreement with San Mateo County, Contractor shall adopt a policy that complies with Chapter 2.85 of the County's Ordinance Code." The requirements of Chapter 2.85 do not apply if this Agreement's total value listed Section 2, above, is less than one-hundred thousand dollars (\$100,000), but Contractor acknowledges that Chapter 2.85's requirements will apply if this Agreement is amended such that its total value meets or exceeds that threshold amount.

**15. Retention of Records; Right to Monitor and Audit**

(a) Contractor shall maintain all required records relating to services provided under this Agreement for three (3) years after PCEA makes final payment and all other pending matters are closed, and Contractor shall be subject to the examination and/or audit by PCEA, a Federal grantor agency, and the State of California.

(b) Contractor shall comply with all program and fiscal reporting requirements set forth by applicable Federal, State, and local agencies and as required by PCEA.

(c) Contractor agrees upon reasonable notice to provide to PCEA, to any Federal or State department having monitoring or review authority, to PCEA's authorized representative, and/or to any of their respective audit agencies access to and the right to examine all records and documents necessary to determine compliance with relevant Federal, State, and local statutes, rules, and regulations, to determine compliance with this Agreement, and to evaluate the quality, appropriateness, and timeliness of services performed.

**16. Merger Clause; Amendments**

This Agreement, including the Exhibits and Attachments attached to this Agreement and incorporated by reference, constitutes the sole Agreement of the parties to this Agreement and correctly states the rights, duties, and obligations of each party as of this document's date. In the event that any term, condition, provision, requirement, or specification set forth in the body of this Agreement conflicts with or is inconsistent with any term, condition, provision, requirement, or specification in any Exhibit and/or Attachment to this Agreement, the provisions of the body of the Agreement shall prevail. Any prior agreement, promises, negotiations, or representations between the parties not expressly stated in this document are not binding. All subsequent modifications or amendments shall be in writing and signed by the parties.

**17. Controlling Law; Venue**

The validity of this Agreement and of its terms, the rights and duties of the parties under this Agreement, the interpretation of this Agreement, the performance of this Agreement, and any other dispute of any nature arising out of this Agreement shall be governed by the laws of the State of California without regard to its choice of law or conflict of law rules. Any dispute arising out of this Agreement shall be venued either in the San Mateo County Superior Court or in the United States District Court for the Northern District of California.

**18. Notices**

Any notice, request, demand, or other communication required or permitted under this Agreement shall be deemed to be properly given when both: (1) transmitted via facsimile to the telephone number listed below or transmitted via email to the email address listed below; and (2) sent to the physical address listed below by either being deposited in the United States mail, postage prepaid, or deposited for overnight delivery, charges prepaid, with an established overnight courier that provides a tracking number showing confirmation of receipt.

In the case of PCEA, to:

Name/Title: Jan Pepper, Chief Executive Officer  
Address: 2075 Woodside Road, Redwood City, CA 94061

Telephone: 650-260-0100  
Email: jpepper@peninsulacleanenergy.com

In the case of Contractor, to:

Name/Title:  
Address:  
Telephone:  
Facsimile:  
Email:

**19. Electronic Signature**

If both PCEA and Contractor wish to permit this Agreement and future documents relating to this Agreement to be digitally signed in accordance with California law, both boxes below must be checked. Any party that agrees to allow digital signature of this Agreement may revoke such agreement at any time in relation to all future documents by providing notice pursuant to this Agreement.

For PCEA: ☒ If this box is checked by PCEA, PCEA consents to the use of electronic signatures in relation to this Agreement.

For Contractor: ☒ If this box is checked by Contractor, Contractor consents to the use of electronic signatures in relation to this Agreement.

**20. No Recourse Against PCEA's Member Agencies**

Contractor acknowledges and agrees that PCEA is a Joint Powers Authority, which is a public agency separate and distinct from its member agencies. All debts, liabilities, or obligations undertaken by PCEA in connection with this Agreement are undertaken solely by PCEA and are not debts, liabilities, or obligations of its member agencies. Contractor waives any recourse against PCEA's member agencies.

\* \* \*

In witness of and in agreement with this Agreement's terms, the parties, by their duly authorized representatives, affix their respective signatures:

PENINSULA CLEAN ENERGY AUTHORITY

By:

Chief Executive Officer, Peninsula Clean Energy Authority

Date:

[CONTRACTOR NAME]

Contractor's Signature

Date:

## **Exhibit A**

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

### **1 Program Overview**

Peninsula Clean Energy (PCE) and Lyft, Inc. are developing a pilot program to promote electric vehicles among ride-hailing drivers. The following scope details the services to be provided in support of this pilot program.

The program consists of PCE providing incentives to vehicle rental services to provide long-range electric vehicles to ride-hailing drivers. The incentives will be delivered in the form of driver vouchers which lower the vehicle rental prices. In addition, drivers benefit from agreements between Lyft and vehicle charging services EVgo and ElectrifyAmerica to provide no or low-cost vehicle charging at DC fast chargers. Lyft may enable “Green Mode” operations for passengers to request EVs and will provide data to PCE and marketing support so drivers are aware of the vehicle promotion with an emphasis on high-mileage drivers.

The pilot program is intended to last up to 18 months and serve as evaluation for potential further expansion of the program.

The Contractor will provide vehicles to drivers at discounted rates.

### **2 Contractor Tasks**

#### **2.1 Determine Rental Price Point and Incentive**

Contractor will collaborate with PCE and Lyft to determine pricing and incentive levels, as follows:

- a. Provide PCE data on comparable gas vehicle features, rental pricing and rental frequencies and duration for assessment of appropriate incentive levels.
- b. Provide PCE data on how rental vehicles are priced including a pricing model for an unsubsidized EV based on actual or expected pricing, with internal cost details such as insurance, marketing, outfitting labor, etc.
- c. Collaborate with PCE to identify an incentive level up to the maximum identified in Exhibit B.
- d. Review with PCE EV rental performance actuals (time to rent, average number of idle vehicles, driver feedback, etc.) every two weeks to determine whether the incentive levels are resulting in maximum vehicle utilization and driver satisfaction.
- e. Adjust incentive levels and associated pricing as mutually-determined.

#### **2.2 Vehicle Acquisition**

Contractor will acquire electric vehicles to make available for rental to ride-hailing drivers, as follows:

- a. Identify a preferred EV to make available and review with PCE including features and purchase price prior to proceeding.
- b. Acquire a minimum of 100 electric vehicles within 3 months of contract execution.
- c. The vehicles must be:
  - a. battery-electric vehicles
  - b. with a minimum of 250 EPA-rated miles per charge and

- c. DC fast charging capabilities.

## **2.3 Vehicle Offers**

Contractor will make vehicles available for rental to ride-hailing drivers, as follows:

- a. Publicize the availability to ride-hailing drivers residing in San Mateo County immediately upon acquisition.
- b. Provide prospective drivers with information on the benefits of using an electric vehicle for ride-hailing services. The information will be provided in advance to PCE for review and approval.
- c. Offer the vehicles for rental at a price point to be determined that must be visibly attractive relative to a comparable gas vehicle.

## **2.4 In-Vehicle Passenger Information**

Contractor will provide attractive information in vehicles for passengers. Contractor will:

- a. Develop informational materials for use in vehicles to educate passengers on:
  - a. The vehicle being an all-electric vehicle,
  - b. The benefits of EVs, including saving money and reducing pollution,
  - c. Incentive programs to acquire EVs,
  - d. Background on the Lyft EV program, and
  - e. Information on PCE and it's role as the program sponsor.
- b. Co-branded with PCE, Lyft and FlexDrive brands.
- c. Provide the materials to PCE for review and approval.
- d. Produce the finished content in a professional presentation consistent with PCE brand guidelines.
- e. Place the materials in durable form in a prominent location for passenger access.

## **2.5 Driver Training and Assessment**

Contractor will ensure that participating drivers are suitably trained in the program and vehicle operations. Contractor will:

- a. Develop a training program such that drivers understand:
  - a. the benefits of electric vehicles for ride hailing,
  - b. how to operate the vehicle,
  - c. details on understanding vehicle range capabilities and limitations including effects on range of driving behavior, terrain and other factors,
  - d. how to charge the vehicle and typical charging times,
  - e. how to find vehicle chargers and locations of known chargers, and
  - f. how to operate vehicle chargers.
- b. Deliver the educational materials through mutually determined methods which may include video, web content, webinars and/or in-person workshops.
- c. Survey drivers on completion of each rental period to gather feedback on satisfaction with the EV, interest in future use, challenges and possible improvements to the program. The survey will be provided for review and approval to PCE.

## **2.6 Vehicle Rental Data**

Contractor will collect data and provide to PCE as follows:

- a. Vehicle purchase prices.
- b. All data associated with vehicle rentals including driver identification for cross-reference with Lyft platform, rental date and durations, vehicle rental price, driver training participation, whether rentals are repeated, vehicle mileage and other collected data as mutually determined.
- c. Driver survey data.

## **2.7 Additional Tasks**

Additional tasks may be added as mutually agreed by the parties.

### **Exhibit B**

In consideration of the services provided by Contractor described in Exhibit A and subject to the terms of the Agreement, PCEA shall pay Contractor at the conclusion of each task based on the following fee schedule and terms:

1. PCE will issue payment to FlexDrive on a monthly basis at the mutually determined incentive rate which is not to exceed \$70 per vehicle per week.
2. Payments will be calculated based on the rental utilization reports provided by FlexDrive, which will be validated by PCE using Lyft utilization data (separately arranged).
3. Payments will be issued on a net-30 basis.
4. Payments will not exceed the total contracted amount.



**PENINSULA CLEAN ENERGY**  
**JPA Board Correspondence**

**DATE:** March 18, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors  
**FROM:** Jan Pepper, Chief Executive Officer  
**SUBJECT:** Review Peninsula Clean Energy Draft Strategic Plan and Provide Direction (Discussion)

**RECOMMENDATION:**

Review Peninsula Clean Energy Draft Strategic Plan and Provide Direction

**BACKGROUND:**

The Peninsula Clean Energy Board and staff embarked on a Strategic Planning process this fiscal year. Gallagher Consulting Group (GCG) was hired to assist PCE in this process, and a Strategic Planning Subcommittee was formed to work with GCG throughout the strategic planning process.

**DISCUSSION:**

The Peninsula Clean Energy Board held a retreat to focus specifically on the Strategic Plan on January 11, 2020 which was facilitated by GCG. Peninsula Clean Energy senior staff and GCG held a staff retreat on February 5, 2020 to review the results of the board retreat and provide develop specific goals and objectives for the PCE organization that support the mission, vision, and overall priorities as developed at the Board retreat. The Board Strategic Planning Subcommittee reviewed the draft strategic plan and determined that there were two items that require board direction at the March Board meeting before the strategic plan can be finalized. Upon receiving that direction, the strategic plan will be finalized for approval at the April board meeting. Following approval of the plan, implementation with the staff will commence.

Attachments:

1. Letter to the PCE Board of Directors from the Board Strategic Planning Subcommittee
2. Draft PCE Strategic Plan (031620 version)
3. Background on Carbon Free Energy Types
4. PCE Strategic Plan Tracking Template



**PENINSULA CLEAN ENERGY**  
**JPA Board Correspondence**

**DATE:** March 20, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors

**FROM:** PCE Board Strategic Planning Subcommittee:  
Donna Wills Colson, Chair, Burlingame  
Rick DeGolia, Atherton  
Giselle Hale, Redwood City  
Laura Parmer-Lohan, San Carlos  
Daniel Yost, Woodside

**SUBJECT:** Review Peninsula Clean Energy Draft Strategic Plan and Provide Direction (Discussion)

Fellow Board of Directors,

Thank you for your participation in the strategic planning process for Peninsula Clean Energy. We appreciate your input via the interview process and the productive planning retreat in January. Since the retreat, the we have been hard at work with the staff to develop a plan document that harnesses and operationalizes the strategic direction that we developed together during the planning meeting.

Attached please find the following documents for your review:

1. Draft Strategic Plan document
2. Reference document regarding potential definitions of carbon free energy
3. Plan tracking tool

The Strategic Planning Subcommittee has diligently vetted the plan and incorporated our collective feedback. We also welcome your thoughts and feedback. Specifically, there are two items that we would like you to consider before our Board call on March 26:

**1. Mission and Vision Statements (Page 4):**

As promised, we have provided various options for the mission and vision statements. Please review and decide your preferences.

**2. Organizational Priority One (Page 5):**

We need to decide as a Board how we want to define “carbon free energy” for organizational priority one. The definition is important to provide clear direction for staff. To help us make an informed decision, the staff has provided the attached background information about various energy definitions. Please be prepared to share your thoughts about this during our March meeting/call.

These two items are critical to our strategic direction. After we reach consensus on these issues during the March meeting, we will revise the plan accordingly and vote for approval of the plan in April.

We want to acknowledge the hard work of the staff on this initiative. We are excited about the plan and the future for Peninsula Clean Energy and San Mateo County!

Thank you,  
PCE Board Strategic Planning Subcommittee



# Strategic Plan 2020-2025

[www.peninsulacleanenergy.com](http://www.peninsulacleanenergy.com)

# Who We Are

## San Mateo County's Official Electricity Provider

**We are Peninsula Clean Energy,** San Mateo County's not-for-profit, locally controlled electricity provider. Peninsula Clean Energy was launched collaboratively in 2016 by the County of San Mateo and all twenty of its municipalities. We are a joint powers authority that provides all electric customers in San Mateo County with cleaner electricity at lower rates than those charged by Pacific Gas & Electric Company. The organization is governed by a Board of Directors comprised of elected officials representing all cities, towns and the Board of Supervisors in San Mateo County, and is supported by a staff of expert professionals.



### CLEAN ENERGY

**We are leaders in the fight against climate change.**

We seek to obtain 100% of the electricity that we sell from carbon-free sources to minimize greenhouse gas (GHG) emissions for a cleaner and safer environment. We offer programs focused on reducing GHG emissions from all energy uses in San Mateo County. These programs include advancing the adoption of electric transportation and transitioning building energy uses to low-carbon electricity.



### LOW RATES

**We save our customers money.**

Peninsula Clean Energy serves approximately 295,000 accounts and saves its customers an estimated \$18 million a year compared to PG&E generation service.



### COMMUNITY REINVESTMENT

**We are San Mateo County.**

We reinvest in San Mateo County to advance regional energy goals through many avenues including funding support for innovation, outreach and education, infrastructure, resiliency, and schools and community organizations.

# Methodology

The Board of Directors of Peninsula Clean Energy formed a Strategic Planning Subcommittee to lead an effort to develop a 5-year plan for the organization. After a thorough RFP process, Peninsula Clean Energy retained Gallagher Consulting Group Inc. (Gallagher) to facilitate the initiative. This strategic plan framework is the result of that work and will guide the organization from 2020 to 2025.

**Note to Board Members:** *This page will not be included in the final plan document. It is to serve as reference for you as you review the draft.*

## Methodology

Gallagher worked with the Strategic Planning Subcommittee to facilitate the development of a strategic plan.

Gallagher completed the following stakeholder input research:

- Conducted more than sixty personal interviews with Board members, senior staff, business customers, and Citizen Advisory Group (CAC) members;
- Facilitated a planning retreat for the Board of Directors on January 11, 2020; and
- Completed a session with the Senior Leadership Team on February 5, 2020.

Using the results from the research and input, Gallagher worked with Peninsula Clean Energy to develop this strategic plan document.

## Contents

The plan is divided into the following sections:

- I. Who We Are
- II. Methodology
- III. Mission and Vision
- III. Organizational Priorities
- IV. Strategic Goals 2020-2025
- V. Goals with Supporting Objectives and Key Tactics
- VI. Next Steps / Timeline
- VII. Measuring Success
- VII. Board of Directors

This document is designed to be a dynamic, living guide that can be adjusted to respond to changes in the marketplace.



# Our Mission & Vision

**\* Board Input Needed:**

*Please review the mission and vision statement options and determine which ones you prefer. We will discuss all feedback at the upcoming Board meeting.*



## Our Mission

**Option A**

*Peninsula Clean Energy is San Mateo County's not-for-profit, locally controlled electricity provider. We are reducing greenhouse gas emissions by expanding access to sustainable energy solutions at competitive rates.*

**Option B**

*To reduce greenhouse gas emissions by expanding access to sustainable energy solutions at competitive costs*

**Option C (recommended by staff)**

*To reduce greenhouse gas emissions by expanding access to sustainable and affordable energy solutions*



## Our Vision

**Option A**

*A carbon-free county in a carbon-free world*

**Option B**

*Creating a sustainable world by making clean energy the easy choice*

**Option C (recommended by staff)**

*A sustainable world with clean energy for everyone*

# Organizational Priorities

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## Priority One

Design a power portfolio that is sourced by 100% carbon free energy by 2025 that aligns supply and consumer demand a 24 x 7 basis

## Priority Two

Contribute to San Mateo County reaching the state's goal to be 100% greenhouse gas-free by 2045

### **\* Board Input Needed:**

*The Board will determine how we define "carbon free energy" so we can provide clear strategic direction for staff and other stakeholders. Please review the background definitions provided by the staff (see attachment). We will discuss and decide the appropriate definition at the upcoming Board meeting.*



# Strategic Goals 2020 - 2025



## Power Resources

### GOAL 1

Secure sufficient, low-cost, clean sources of electricity that achieve Peninsula Clean Energy's priorities while ensuring reliability and meeting regulatory mandates



## Public Policy

### GOAL 2

Strongly advocate for public policies that support Peninsula Clean Energy's Organizational Priorities



## Community Energy Programs

### GOAL 3

Implement robust energy programs that reduce greenhouse gas emissions, align energy supply and demand, and provide benefits to community stakeholder groups



## Marketing, Community Outreach & Customer Care

### GOAL 4

Develop a strong brand reputation that drives participation in Peninsula Clean Energy's programs while ensuring customer satisfaction



## Financial Stewardship

### GOAL 5

Employ sound fiscal strategies to promote long-term organizational sustainability



## Organizational Excellence

### GOAL 6

Ensure organizational excellence by adhering to sustainable business practices and fostering a workplace culture of innovation, diversity, transparency, and integrity

# Power Resources

## GOAL 1

Secure sufficient, low-cost, clean sources of electricity that achieve Peninsula Clean Energy's priorities while ensuring reliability and meeting regulatory mandates

### Objective A: Low-Cost and Stable Power

Develop and implement power supply strategies to procure low-cost, reliable power

#### Key Tactics:

- Continuously refine Peninsula Clean Energy's risk management strategy to manage power supply resources and minimize risk to financial and rate objectives
- Improve load forecasting accuracy by leveraging historical data and sophisticated analytical tools
- Secure better risk management analytical tools and staff training to meet risk management strategy objectives

### Objective B: Clean Power

Design a diverse power portfolio that is 100% carbon free by 2021; and 100% carbon free by 2025 on a 24 x 7 basis

#### Key Tactics:

- Develop robust Integrated Resource Plan (IRP) identifying expected resources and costs to meet Peninsula Clean Energy's goals and secure CPUC certification
- Secure additional contracts for renewable energy procurement in alignment with strategies and portfolio identified through IRP process
- Target 50% of portfolio from newly constructed resources by 2025

### Objective C: Local Power Sources

Create a minimum of 20 MW of new power sources in San Mateo County by 2025

#### Key Tactics:

- Analyze total available opportunity for implementing new clean energy projects in San Mateo County
- Implement Board-approved strategy to increase community resiliency
- Work with local government partners to identify and catalog opportunities for distributed energy resources across San Mateo County

*Note: The language in Objective B will be altered as necessary to be consistent with the Board's definition of "carbon free"*

# Power Resources

## GOAL 1 (CONTINUED)

Secure sufficient, low-cost, clean sources of electricity that achieve Peninsula Clean Energy's priorities while ensuring reliability and meeting regulatory mandates

### **Objective D: New Power Sources**

Continually explore and support innovative sources and solutions for clean energy

#### **Key Tactics:**

- Develop and support pilot programs for new technologies or business models
- Partner with third parties developing innovative solutions through external grants or PCE-initiated funding programs
- Stimulate development of new renewable generation and storage products
- Coordinate and collaborate with other CCAs on initiatives to commercialize new clean energy sources and solutions

## GOAL 2

Strongly advocate for public policies that advance Peninsula Clean Energy's Organizational Priorities

### Objective A: Regulatory

Educate and engage policymakers to develop policies that support Peninsula Clean Energy's organizational priorities

#### Key Tactics:

- Identify and participate in key dockets before state regulatory bodies to establish policies that support regulatory objectives directly and through collaboration with CalCCA and other CCAs
- Develop coalitions with a wide variety of stakeholders to increase successful outcomes

### Objective B: Legislative

Engage state legislators to pass legislation that advances Peninsula Clean Energy's organizational priorities

#### Key Tactics:

- Deploy an annual legislative plan that identifies legislative opportunities to advance organizational objectives and mitigate threats to community energy
- Cultivate and maintain relationships with key legislative committees and staff and allies to amplify opportunities for success
- Implement a grassroots outreach plan that increases in-person engagement of state lawmakers with Peninsula Clean Energy Board members, staff, supporters and allies.

### Objective C: Growth of Community Energy and CCAs

Take a leadership position in supporting the growth of community energy and CCAs (Community Choice Aggregators)

#### Key Tactics:

- Assist in setting up CCAs in other areas of the state, including where Peninsula Clean Energy has utility scale generation
- Provide knowledge and policy development expertise to help shape the state's future energy framework through development of position papers, speaking engagements and webinars
- Be an active participant in the State's review of the grid system

# Community Energy Programs

## GOAL 3

Implement robust energy programs that reduce greenhouse gas emissions, align energy supply and demand, and provide benefits to community stakeholder groups

### Objective A: Signature Programs

Develop market momentum for electric transportation and initiate the transition to clean energy buildings

#### Key Tactics:

- Drive personal electrified transportation towards majority adoption
- Bolster electrification of fleets and shared transportation
- Ensure nearly all new construction is all-electric and EV ready
- Establish preference for all-electric building design and appliance replacement among consumers and building stakeholders

### Objective B: Community Benefits

Deliver tangible benefits throughout our diverse communities

#### Key Tactics:

- Invest in programs that benefit underserved communities
- Develop programs that support the satisfaction and retention of residential and key accounts
- Support workforce development programs in the County
- Ensure programs are broadly deployed across the County

### Objective C: Pilot Programs

Foster innovation through pilot programs

#### Key Tactics:

- Identify, pilot and scale strategies for load shaping and other programs
- Provide grants for community and technology pilots
- Partner with other CCAs and organizations to collaboratively test new strategies and technologies and share lessons learned

# Marketing, Community Outreach, & Customer Care

## GOAL 4

Develop a strong brand reputation that drives participation in Peninsula Clean Energy's programs while ensuring customer satisfaction

### Objective A: Brand Reputation

Elevate Peninsula Clean Energy's brand reputation as a trusted leader in the community and the industry

#### Key Tactics:

- Position leadership as experts on CCAs and the industry
- Cultivate relationships with industry media and influencers
- Tell the story of Peninsula Clean Energy through diverse channels
- Engage community through participation in local events
- Identify and address gaps between perception and desired brand identity
- Translate policy issues into consumer-friendly communication

### Objective B: Engagement

Educate and engage stakeholders in order to gather input, inspire action, and drive program participation

#### Key Tactics:

- Foster relationships with community-based, faith-based, and non-profit organizations
- Continue to support schools-based literacy programs focused on energy
- Enhance relationships with municipal and county staff and elected officials
- Support the Citizen Advisory Committee (CAC)
- Provide educational content that inspires action to reduce emissions
- Promote programs and services, including increasing opt-ups to 100% renewable energy option
- Develop an end-of-life transition plan for ECO100

### Objective C: Customer Care

Ensure high customer retention and satisfaction

#### Key Tactics:

- Assess needs and attitudes of all customer segments to support the development of and communication about programs and services
- Continually strive to offer competitive and affordable rates
- Monitor customer satisfaction through periodic surveys

# Financial Stewardship

## GOAL 5

Employ sound fiscal strategies to promote long-term organizational sustainability

### Objective A: Fiscal Health

Strengthen and maintain  
Peninsula Clean  
Energy's fiscal health

#### Key Tactics:

- Maintain and improve current investment grade rating; explore and engage with other credit rating agencies
- Employ a balanced approach to increasing efficiencies and savings throughout the organization
- Implement robust financial management of invested cash to achieve a reasonable return while ensuring safety as the first priority

### Objective B: Financial Controls and Management

Implement financial controls  
and policies that meet or exceed  
best practices for leading  
not-for-profit organizations

#### Key Tactics:

- Engage external experts to review internal financial controls and conduct annual audit
- Enhance and document policies and procedures to ensure accurate, transparent financial reporting
- Improve internal budgeting process and enhance reporting for departmental expense monitoring and control

### Objective B: Financial Sustainability

Practice strategies to ensure  
long-term financial sustainability

#### Key Tactics:

- Develop a robust financial forecasting model that continually monitors and analyzes pricing and other key indicators
- Maintain unrestricted financial reserves of at least 180 days cash to mitigate unexpected power cost fluctuations and economic downturns

## GOAL 6

Ensure organizational excellence by adhering to sustainable business practices and fostering a workplace culture of innovation, diversity, transparency, and integrity

### Objective A: Culture and People

Foster a workplace culture that attracts and develops exceptional talent and values all people

#### Key Tactics:

- Develop an annual staffing plan that addresses resource needs and fills resource gaps
- Provide training and professional development opportunities that build new skills and abilities
- Utilize innovative recruitment processes to attract high caliber talent
- Maintain and assess employee benefits and incentives to ensure that the organization is competitive and attractive in the marketplace
- Foster regular team building and social opportunities

### Objective B: Innovation

Foster a culture of innovation to yield solutions that accelerate our mission

#### Key Tactics:

- Hire a dedicated person to lead innovation efforts
- Explore new financial & program models
- Assess opportunities to reinvest in innovative technologies that advance the mission
- Collaborate with other CCAs to find solutions and methods to evolve and drive innovation
- Share best practices and discoveries via tool kits, webinars, whitepapers, and case studies
- Network with regional leaders to leverage the innovation culture in Silicon Valley
- Explore innovative rate designs to advance goals

### Objective C: Data and Technology

Increase capabilities and efficient use of data and technology to support organizational decision making and program execution

#### Key Tactics:

- Increase data analytics capability to enable energy-related analyses, program impact measures, & consumer insights for continuous improvement
- Implement scalable systems that maximize advances in IT
- Implement systems and procedures to ensure data accuracy, privacy and security
- Create an executive dashboard with key organizational metrics to guide strategic and operational decision-making
- Provide ongoing technology training for staff and equip them with appropriate tools

## GOAL 6 (CONTINUED)

Ensure organizational excellence by adhering to sustainable business practices and by fostering a workplace culture of innovation, diversity, transparency, and integrity

### Objective D: External Vendor Partners

Implement vendor policies that embrace diversity and inclusion and that optimize engagement results

#### Key Tactics:

- Develop methods to ensure adherence to the organization's *Inclusive and Sustainable Workforce Policy*
- Cultivate and strengthen productive relationships with external partners to increase organizational efficiencies

### Objective E: Governance

Follow best practices for governance and succession to engage and develop qualified, diverse Board members

#### Key Tactics:

- Develop a succession process for key staff executives and the Board of Directors that addresses planned and emergency transitions and optimizes the role of Board Alternates
- Create and implement a robust orientation program for new Board members
- Provide relevant information and analysis to allow the Board to execute data-driven decision making
- Leverage Board members to support awareness of the organization
- Periodically review Board structure

# Next Steps / Timeline

CY 2020

- Board feedback on mission, vision, and organizational priorities (March 2020)
- Board approve strategic plan (April 2020)
- Staff implement strategic plan and develop internal workplans (July/August 2020)
- Staff develop metrics (September 2020)
- Staff present dashboard for Board (September/October 2020)

CY  
2021-  
2025

- Annual update to board on strategic plan progress
- Refresh internal implementation plans annually

CY 2024

- Board update strategic plan for 2025-2029

# Measuring Success



**In Progress.** Peninsula Clean Energy will track its progress on the implementation of the plan by monitoring key metrics. The final metrics will be determined in September 2020 after the internal workplans are developed. The items below outline the proposed framework the team will use to develop specific, quantifiable measures. In addition, the team will track the completion of activities and outputs using a separate matrix reporting tool for the plan (*see attached*).

## Power Resources

- % of hours of alignment of supply and demand on 24 x 7 basis (%) annually over next 5 years
- % of carbon free resources over next 5 years
- Cost of electricity (\$/MWh)
- MW of new power sources located in San Mateo County over next 5 years

## Public Policy

- Establishment of regulatory policies advocated by Peninsula Clean Energy
- Passage of legislation supported by Peninsula Clean Energy
- Successful establishment of new communities adopting a CCA

## Community Energy Programs

- GHG Savings: Overall County GHGs and program attributable reductions
- Economic Benefit: Customer savings and total investment
- Workforce Benefits: Funding level and participation
- Equity Benefits: Funding level and participation
- California jobs created due to power contracting efforts and general operations (Like MCE)

## Marketing, Community Outreach, & Customer Care

- Brand awareness and perception as measured by market surveys
- Customer satisfaction rates as measured by survey research
- Customer opt-out rate
- ECO100 opt-ups

## Financial Stewardship

- Credit rating(s) maintained
- Financial reserves of \$XXX by 2025
- Budget variance analysis
- Investment management compliance
- Completion of successful annual audits

## Organizational Excellence

- Employee satisfaction rate as measured by survey research
- Quarterly innovation update to Board included in CEO report
- Completion of executive dashboard with key performance indicators
- Development of key staff and Board succession strategies

# Board of Directors

**Chair:** Jeff Aalfs, Town of Portola Valley

**Vice Chair:** Rick DeGolia, Town of Atherton

Jurisdiction	Director	Alternate
San Mateo County	Dave Pine	Jim Eggemeyer
San Mateo County	Carole Groom	Jim Eggemeyer
Atherton	Rick DeGolia	Michael Lempres
Belmont	Julia Mates	Charles Stone
Brisbane	Madison Davis	Clay Holstine
Burlingame	Donna Colson	Michael Brownrigg
Colma	John Goodwin	Joanne del Rosario
Daly City	Roderick Daus-Magbual	Raymond Buenaventura
East Palo Alto	Carlos Romero	Larry Moody
Foster City	Catherine Mahanpour	Sam Hindi
Half Moon Bay	Harvey Rarback	Adam Eisen
Hillsborough	Laurence May	Shawn Christianson
Menlo Park	Catherine Carlton	Betsy Nash
Millbrae	Wayne Lee	Ann Schneider
Pacifica	Deirdre Martin	Mary Bier
Portola Valley	Jeff Aalfs	Craig Hughes
Redwood City	Ian Bain	Giselle Hale
San Bruno	Marty Medina	Michael Salazar
San Carlos	Laura Parmer-Lohan	Sara McDowell
San Mateo	Rick Bonilla	Joe Goethals
South San Francisco	Flor Nicolas	Mike Futrell
Woodside	Daniel Yost	Ned Fluet
Director Emeritus	John Keener	
Director Emeritus	Pradeep Gupta	



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WORKING SAMPLE

## STRATEGIC PLAN IMPLEMENTATION TRACKER: GOALS &amp; OBJECTIVES

Project Start

6/1/20

GOALS AND OBJECTIVES	OWNER	PRIORITY	START	END	% COMPLETE	DONE	STATUS NOTES
<b>POWER SOURCES: Secure sufficient, low-cost, clean sources of electricity that achieve Peninsula Clean Energy's priorities while ensuring reliability and meeting regulatory mandates</b>							
<b>A. Low-Cost and Stable Power :</b> Develop and implement power supply strategies to procure low-cost reliable power		HIGH	00/00/0000	00/00/0000	100%	✓	
<b>B. Clean Power:</b> Design a diverse power portfolio that is 100% carbon free by 2021; and 100% carbon free by 2025 on a 24 x 7 basis		MEDIUM	00/00/0000	00/00/0000	50%	○	
<b>C. Local Power Resources:</b> Create a minimum of 20 MW of new power sources in San Mateo County by 2025		LOW	00/00/0000	00/00/0000	30%	○	
<b>D. New Power Resources:</b> Continually explore and support innovative sources and solutions for clean energy						○	
<b>PUBLIC POLICY: Strongly advocate for public policies that advance Peninsula Clean Energy's Organizational Priorities</b>							
<b>A. Regulatory:</b> Educate and engage policymakers to develop policies that support Peninsula Clean Energy's organizational priorities						○	
<b>B. Legislative:</b> Engage state legislators to pass legislation that advances Peninsula Clean Energy's organizational priorities						○	
<b>C. Growth of Community Energy and CCAs:</b> Take a leadership position in supporting the growth of community energy and CCAs (Community Choice Aggregators)						○	
<b>COMMUNITY ENERGY PROGRAMS: Implement robust energy programs that reduce greenhouse gas emissions, align energy supply and demand, and provide benefits to community stakeholder groups</b>							
<b>A. Signature Programs:</b> Develop market momentum for electric transportation and initiate the transition to clean energy buildings						○	
<b>B. Community Benefits:</b> Deliver tangible benefits throughout our diverse communities						○	
<b>C. Pilot Programs:</b> Foster innovation through pilot programs						○	
<b>MARKETING, COMMUNITY OUTREACH &amp; CUSTOMER CARE: Develop a strong brand reputation that drives participation in Peninsula Clean Energy's programs while ensuring customer satisfaction</b>							
<b>A. Brand Reputation:</b> Elevate Peninsula Clean Energy's brand reputation as a trusted leader in the community and the industry						○	
<b>B. Engagement:</b> Educate and engage stakeholders in order to gather input, inspire action, and drive program participation						○	
<b>C. Customer Care:</b> Ensure high customer retention and satisfaction						○	
<b>FINANCIAL STEWARDSHIP: Employ sound fiscal strategies to promote long-term organizational sustainability</b>							
<b>A. Fiscal Health:</b> Strengthen and maintain Peninsula Clean Energy's fiscal health						○	
<b>B. Financial Controls and Management:</b> Implement financial controls and policies that meet or exceed best practices for leading not-for-profit organizations						○	
<b>C. Financial Sustainability:</b> Practice strategies to ensure long-term financial sustainability						○	
<b>ORGANIZATIONAL EXCELLENCE: Ensure organizational excellence by adhering to sustainable business practices and fostering a workplace culture of innovation, diversity, transparency, and integrity</b>							
<b>A. Culture and People:</b> Foster a workplace culture that attracts and develops exceptional talent and values all people						○	
<b>B. Innovation:</b> Foster a culture of innovation to yield solutions that accelerate our mission						○	
<b>C. Data and Technology:</b> Increase capabilities and efficient use of data and technology to support organizational decision making and program execution						○	

D. External Vendor Partners: Implement vendor policies that embrace diversity and inclusion and that optimize engagement results						<input type="radio"/>	
E. Governance: Follow best practices for governance and succession to engage and develop qualified, diverse Board members						<input type="radio"/>	



**PENINSULA CLEAN ENERGY**  
**JPA Board Correspondence**

**DATE:** March 17, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors  
**FROM:** Siobhan Doherty, Director of Power Resources  
**SUBJECT:** Integrated Resource Plan (IRP) Update (Discussion)

**BACKGROUND:**

All California load serving entities are required to file an Integrated Resource Plan (IRP) with the California Public Utilities Commission (CPUC) in even years. The 2020 IRP is due July 1, 2020. Staff will present slides to provide background on this upcoming compliance filing. Each Community Choice Aggregator is required to receive approval of its IRP by its governing board before submitting to the CPUC. We plan to bring Peninsula Clean Energy's IRP to the Board for approval in May.



**PENINSULA CLEAN ENERGY**  
**JPA Board Correspondence**

**DATE:** March 13, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** Majority Present

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors

**FROM:** Jan Pepper, Chief Executive Officer

**SUBJECT:** Authorize an Agreement with ABB Enterprise Software (ABB) to provide advisory services in the amount of \$145,000

**RECOMMENDATION:**

Authorize an Agreement with ABB in providing advisory services in energy price forecasting for 2020 and 2021, in the amount of \$145,000

**BACKGROUND:**

PCE needs to regularly update the budget with refreshed hourly energy forecasts to ensure PCE has included the latest information in the budget. PCE has previously subscribed to ABB's services to acquire energy price forecasts. The price forecasts are software developed models that simulate the electricity market, transmission systems, the expansion of renewable generation, energy efficiency, federal regulations, and much more. By continuing to purchase these forecasts, PCE can regularly refresh the budget in effort to reduce market risk and predict cash flows sooner.

**DISCUSSION:**

In June 2018, PCE executed a one-year subscription with ABB to acquire energy price forecasts for four large pricing zones within the California Independent System Operator (ISO). This subscription gave PCE access to two of ABB's hourly zonal<sup>1</sup> energy price forecasts, referred to as the Spring and Fall Power Reference Cases. Since then, PCE has executed five more service agreements and requests to execute one more for 2021.

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<sup>1</sup> Zonal Pricing: A larger geographical area on the transmission system that aggregates many nodal pricing locations to publish one aggregated zonal price

- In August 2018, PCE purchased additional services from ABB to simulate a long-term, 25-year nodal<sup>2</sup> hourly energy forecast for four of PCE's resources, contracted under Power Purchase Agreements (PPA), and at the single location in which PCE purchases power from the grid to serve its customers, referred to as the PG&E Demand Load Aggregation Point (DLAP).
- In September 2018, PCE purchased from ABB a 25-year, long-term nodal hourly energy forecast for seven resource locations that PCE was considering as PPAs.
- In March 2019, PCE signed an agreement with ABB to refresh the energy price forecasts that were previously simulated in August and September of 2018. This allowed PCE to evaluate potential PPAs with the most up-to-date energy forecasts.
- In June 2019, after having subscribed to ABB's services for more than one year, PCE signed an agreement to purchase the 25-year, hourly zonal energy price forecasts for 2019, 2020 and 2021. The forecasts are delivered twice a year and are referred to as the Spring and Fall Reference Cases. The Reference Cases must be purchased before ABB can provide price analysis at specific project or nodal locations.
- Recently, on March 13, 2020, PCE signed an agreement for three nodal price refreshes in 2020. This includes a 25-year, long-term nodal hourly energy forecasts for several nodal locations. PCE is requesting three in 2020 due to the timing in which ABB simulates the forecasts and because PCE has not updated the price forecasts that are used for its PPAs since March 2019. PCE is working to update the 2021 fiscal year budget with a refreshed price forecast by the end of March which is why PCE is requesting this first refresh now. Later in the spring, ABB will have new information that would not have been included in the prior price forecast, therefore PCE will acquire the updated forecast once it becomes available. The third refresh will occur in late fall of 2020 when ABB runs its next simulation. The total cost of this agreement is \$87,000.

PCE has not executed an agreement in the same year with ABB for more than \$100,000 until now. ABB provides specialized services that PCE has not found elsewhere and sees significant value in purchasing these energy forecasts. PCE has used this data to evaluate the long-term value of PPAs as several factors are considered in ABB's market simulation software. PCE is saving roughly \$37,000 by purchasing the nodal energy price forecasts in advance, three in 2020 and two in 2021, rather than purchasing one service at a time. PCE is requesting approval to execute a second agreement with ABB this month for the two price forecasts that will be delivered in 2021. With the first agreement totaling \$87,000, PCE is requesting authorization to execute the second agreement for \$58,000, as the two in total equal \$145,000. The first agreement has a higher cost because three price forecasts will be delivered in 2020 whereas only two are being requested in 2021.

ABB provides comprehensive energy market forecasts that are used to make strategic investment and operational decisions. It requires an enormous amount of resources and

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<sup>2</sup> Nodal Pricing: Represents a physical location on the transmission system where energy is injected by generators or withdrawn by loads

expertise to develop these hourly energy forecasts. ABBs forecasts are widely used across the country by utilities, electric service providers, developers, and many other companies in the energy sector.

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**RESOLUTION NO. \_\_\_\_\_**

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

**\* \* \* \* \***

**RESOLUTION DELEGATING AUTHORITY TO THE CHIEF EXECUTIVE OFFICER  
TO EXECUTE AN AGREEMENT WITH ABB ENTERPRISE SOFTWARE FOR  
ADVISORY SERVICES IN ENERGY PRICE FORECASTING IN THE AMOUNT OF  
\$145,000**

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**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 “PCE”) was formed on February 29, 2016; and

**WHEREAS**, ABB Enterprise Software (“Contractor”) develops long-term hourly energy price forecasts for up to 25 years for specific resources located within the California Independent System Operator; and

**WHEREAS**, PCE intends to update the energy price forecasts at a minimum of biannually for budgeting and planning purposes; and

**WHEREAS**, Contractor has unique capabilities to analyze regulatory and future market considerations to produce long-term energy price forecasts; and

**WHEREAS**, Contractor has been providing this service to PCE since June 28, 2018; and

**WHEREAS**, PCE seeks to sign a two-year agreement at a reduced service cost not to exceed \$145,000.

**NOW, THEREFORE, IT IS HEREBY DETERMINED AND ORDERED** that the Board delegates authority to the Chief Executive Officer to:

Execute the Agreement with the Contractor with terms consistent with those presented, in a form approved by the General Counsel.

\* \* \* \* \*



**Study/Report Name: LMP Forecast for up to Ten Nodes within CAISO\_Peninsula Clean Energy - Phase II**

**1 Study Details - Introduction and Objectives**

Peninsula Clean Energy (Client) engaged ABB Enterprise Software to develop Locational Marginal Price (LMP) for up to ten specific sites located at California ISO for years 2022 and 2025. Client is also requesting an extension of LMP's through 2043. This is a continuation of contract DA-20-00006774.00 for updates after each release of Zonal Reference Case in Spring and Fall of 2021. This engagement will update the LMP's of up to 10 nodes (for the same nodes or substituted nodes that add up to no more than 10 nodes within CAISO) twice after each release of Zonal Reference Case in Spring 2021 and Fall 2021. Client is a current subscriber of ABB's Standard Zonal Reference Case for WECC for Spring 2019 through Fall 2021.

**2 Study Tasks**

Task1: ABB will use its PROMOD IV model and the latest available Nodal Simulation Ready Data that is consistent with ABB Zonal Reference Case that will be released in Spring 2021 to forecast the hourly LMP's for up to 10 sites (nodes) within CAISO. Delivery will take place by mid-June 2021 time frame.

Task 2: When ABB releases Fall 2021 Zonal Reference Case and as soon as the Nodal Simulation Ready Data is available, Task 1 will be repeated to update the forecasted LMP's consistent with the assumptions of Fall 2021 Zonal Ref. Case. Delivery will take place in late December 2021 to early January 2022.

**3.1 Client Deliverables**

The Client will deliver the following items to support the activities for this ESOW:

- Identity of the up to ten nodes/hubs

**3.2 ABB Deliverables**

ABB will deliver the following items under this agreement:

- Customized Nodal Forecast:
- Hourly LMP's for years 2022 through 2044 for up to ten nodes identified by Client
- Monthly and annual LMP's for years 2022 through 2044 for up to 10 nodes identified by the client

**3.3 Work Schedule:** Provided ABB receives all necessary Client Deliverables in a timely manner, ABB expects to provide the results approximately multi weeks after Client signs this Enrollment Form.

**Order Total:** **\$ 58,000**

**Delivery Information**

Name: Siobhan Doherty  
Title: Director of Power Resources  
Company: Peninsula Clean Energy  
Address: 2075 Woodside Road  
City, State, Zip: Redwood City, CA 94061  
Phone: 650-260-0100 Fax:  
Email: [contracts@peninsulacleanenergy.com](mailto:contracts@peninsulacleanenergy.com)

**Billing Information:** ☐ same as delivery information

Name:  
Title: Director of Finance  
Company: Peninsula Clean Energy  
Address: 2075 Woodside Road  
City, State, Zip: Redwood City, CA 94061  
Phone: 650-260-0100 Fax:  
Email: [finance@peninsulacleanenergy.com](mailto:finance@peninsulacleanenergy.com); [contracts@peninsulacleanenergy.com](mailto:contracts@peninsulacleanenergy.com)

By signing the below, you hereby acknowledge and agree that (i) you have the authority to bind the company identified above; (ii) ABB's standard terms located at [Online Consulting Terms for Advisory Consulting Services](#) (the "Terms") are incorporated by reference into this Enrollment Form; (iii) you have read and agree to the Terms effective on the date set forth below ("Enrollment Form Effective Date").

**Authorized Client Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
**Client Name: Peninsula Clean Energy**

ABB Reviewed and Approved

Reference 1:

\_\_\_\_\_  
Duane Sheffield

Reference 2:



**REGULAR MEETING of the Board of Directors of the  
Peninsula Clean Energy Authority (PCEA)  
Thursday, February 27, 2020  
MINUTES**

Peninsula Clean Energy  
2075 Woodside Road, Redwood City, CA 94061  
6:30 p.m.

**CALL TO ORDER**

Meeting was called to order at 6:36 p.m.

**ROLL CALL**

**Present:** Dave Pine, County of San Mateo  
Jim Eggemeyer, County of San Mateo  
Jeff Aalfs, Town of Portola Valley, *Chair*  
Rick DeGolia, Town of Atherton, *Vice Chair*  
Clay Holstine, City of Brisbane  
Michael Brownrigg, City of Burlingame  
Carlos Romero, City of East Palo Alto  
Catherine Mahanpour, City of Foster City  
Harvey Rarback, City of Half Moon Bay  
Laurence May, Town of Hillsborough  
Catherine Carlton, City of Menlo Park  
Wayne Lee, City of Millbrae  
Ian Bain, City of Redwood City  
Marty Medina, City of San Bruno  
Laura Parmer-Lohan, City of San Carlos  
Rick Bonilla, City of San Mateo  
Flor Nicolas, City of South San Francisco  
Ned Fluet, Town of Woodside  
Pradeep Gupta, Director Emeritus  
John Keener, Director Emeritus

**Absent:** City of Belmont  
Town of Colma  
City of Daly City  
City of Pacifica

**Staff:** Jan Pepper, Chief Executive Officer  
Andy Stern, Chief Financial Officer  
KJ Janowski, Director of Marketing and Community Affairs  
Kirsten Andrews-Schwind, Senior Manager of Community Relations  
Tj Carter, Marketing Associate  
David Silberman, General Counsel  
Shayna Barnes, Administrative Assistant  
Anne Bartoletti, Board Clerk/Office Manager/Executive Assistant to the CEO

**A quorum was established.**

**PUBLIC COMMENT:**

Diane Bailey, Menlo Spark

**SWEARING IN OF NEW BOARD MEMBERS**

David Silberman—General Counsel—presided over the official swearing-in of new Board members and Alternates.

**ACTION TO SET THE AGENDA AND APPROVE CONSENT AGENDA ITEMS**

Motion Made / Seconded: Lee / Bonilla

**Motion passed unanimously 17-0 (Absent: Belmont, Colma, Daly City, Half Moon Bay, Pacifica)**

**REGULAR AGENDA**

**1. CHAIR REPORT**

Jeff Aalfs—Chair—announced the formation of a Nominations Committee to take nominations for the Chair and Vice Chair of the Board. Wayne Lee, Rick Bonilla, Laurence May, and Catherine Carlton volunteered to serve. Jeff reported that he is willing to continue serving as Chair, and Rick DeGolia—Vice Chair—reported that he is willing to continue serving as Vice Chair. Jeff asked all those interested in running or nominating someone please contact Wayne Lee.

**2. CEO REPORT**

Jan Pepper—Chief Executive Officer—provided an update on staffing, the strategic planning process, and Reach Codes, and she announced that the Wright Solar Project Ribbon Cutting will take place on May 8, 2020.

Jan reported that the Los Banos City Council is interested in exploring the possibility of joining Peninsula Clean Energy. Jan solicited volunteers to form a subcommittee to review the Joint Powers Authority and evaluate governance questions. Jeff Aalfs, Dave Pine, Rick Bonilla, Catherine Carlton, and Pradeep Gupta offered to serve on the committee.

### 3. CITIZENS ADVISORY COMMITTEE REPORT

Desiree Thayer—Chair—reported that the Citizens Advisory Committee (CAC) discussed the GHG-free (greenhouse gas free) allocation by PG&E and they did not reach a consensus. The Committee would like to revisit the topic when the allocations are made. She reported the CAC received an update on pilot programs and will set priorities for 2020 at the next meeting.

### 4. AUDIT AND FINANCE COMMITTEE REPORT

Carlos Romero reported that the Committee reviewed second quarter financials and the budget schedule, and the Committee recommended the reserve policy that is being brought to the Board for approval tonight. Laurence May reported that the Committee also discussed credit rating agencies and their rating criteria.

Andy Stern—Chief Financial Officer—reported that six proposals were received in response to Peninsula Clean Energy’s RFP (request for proposals) for a second investment manager. Andy reported that he worked with two committee members to review the proposals, and that the full committee will interview the company that rose to the top.

### 5. STATE LEGISLATIVE ADVOCACY

Mark Fenstermaker—Principal at Pacific Policy Group—provided an overview of legislative advocacy, which included information on the makeup and leadership of the State Senate and State Assembly, the life cycle of legislation, legislative deadlines, and the State budget process.

### 6. APPROVE REVISED RESERVES POLICY

Andy Stern reviewed the current Reserve Policy, Policy Number 18, as well as issues with the current policy that the Audit and Finance Committee had discussed. Andy outlined research that he has done and outlined his conclusions. The Board discussed increasing the Operating / Working Capital Reserve to 180 days, and possibly increasing it in coming years up to 210 days.

Counsel noted the draft revised Policy should be corrected to reflect “support PCE credit rating” rather than “secure future stand-alone PCE credit rating”.

Motion Made as amended by Counsel / Seconded: May / Lee

**Motion passed unanimously 18-0 (Absent: Belmont, Colma, Daly City, Pacifica)**

### 7. SCHOOLS PROGRAM UPDATE

Tj Carter—Marketing Associate—reported that Peninsula Clean Energy has engaged with schools, teachers, and students to increase understanding of energy usage and GHG (greenhouse gas) emissions reduction, and to encourage participation in energy programs and resiliency. Tj reported on programs including the Next Big Think STEM (Science, Technology, Engineering,

Math) awards, a Student Activity Packet for high school math and science students, and an online Dashboard Pilot to educate teachers and students about energy use.

Tj provided an in-depth review of the Clean Energy Teacher Fellowship that helps teachers develop lesson plans aimed at increasing environmental literacy, and the SMELC (San Mateo Environmental Learning Collaborative) Administrator Fellowship that supports educational leaders to drive environmental transformation across their school community.

**8. APPROVE GRANT FOR SAN MATEO COUNTY OFFICE OF EDUCATION (SMCOE) SAN MATEO ENVIRONMENTAL LEARNING COLLABORATIVE (SMELC) CLEAN ENERGY TEACHER FELLOWSHIP PROGRAM**

Tj reviewed a request that the Board approve up to \$90,000 in grant funding for the 2020-2021 Clean Energy Teacher Fellowship program, which would fund a stipend of \$1,000 per teacher for up to 40 teachers, plus \$50,000 in facilitation fees and event costs. Board members discussed teacher compensation, and a consensus was reached to raise the stipend per teacher to \$2,000 for 40 teachers, which would increase the total grant amount up to \$130,000.

**PUBLIC COMMENT:**

Mark Roest, SeaWave Battery

Motion Made to increase stipend/teacher to \$2,000 up to 40 teachers / Seconded: Carlton / Lee

Board members discussed the costs associated with supporting up to 50 teachers in the program.

Cat Carlton accepted a friendly amendment to increase the grant to support up to 50 teachers, plus \$10,000 for additional fixed costs, for a total grant amount up to \$160,000.

**Motion passed unanimously 18-0 (Absent: Belmont, Colma, Daly City, Pacifica)**

**9. APPROVE GRANT FOR SAN MATEO COUNTY OFFICE OF EDUCATION (SMCOE) SAN MATEO ENVIRONMENTAL LEARNING COLLABORATIVE (SMELC) CLEAN ENERGY ADMINISTRATOR FELLOWSHIP PROGRAM**

Tj reviewed a request that the Board approve up to \$50,000 in grant funding for the 2020-2021 Clean Energy Administrator Fellowship program, which would fund a stipend of \$2,500 per Administrator for up to 15 administrators, plus \$12,500 in facilitation and planning fees.

Motion Made as amended by Counsel / Seconded: DeGolia / Bain

**Motion passed unanimously 18-0 (Absent: Belmont, Colma, Daly City, Pacifica)**

**10. BOARD MEMBERS' REPORTS**

Jeff Aalfs announced that Jim Eggemeyer will be retiring. Jeff thanked Jim for supporting Peninsula Clean Energy since before its inception, and for the support of all the staff of the Office of Sustainability.

Wayne Lee reported on the stress businesses and restaurants are experiencing due to decreased customers due to fears of coronavirus. He urged elected officials to dispel fear.

**ADJOURNMENT**

Meeting was adjourned at 8:34 p.m.



**PENINSULA CLEAN ENERGY AUTHORITY  
Board Correspondence**

**DATE:** March 13, 2020

**BOARD MEETING DATE:** March 26, 2020

**SPECIAL NOTICE/HEARING:** None

**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors

**FROM:** Karen Janowski, Director of Marketing and Community Affairs &  
Leslie Brown, Director of Customer Care

**SUBJECT:** Update on Marketing, Outreach Activities, and Customer Care

**BACKGROUND:**

The Marketing, Community Affairs, and Custom Care Teams are responsible for enhancing Peninsula Clean Energy's brand reputation, educating and engaging customers, driving participation in programs, and ensuring customer satisfaction. Tactics include community outreach, content creation and storytelling through owned (e.g. online, social media), earned (e.g. public relations), and paid media (advertising), schools engagement programs, and customer care.

**DISCUSSION:**

**New Energy Program Name – "EV Ready"**

We have selected "[EV Ready](#)" as the name for our \$24 million EV Charging Incentive program to increase publicly available electric vehicle charging locations in workplaces, apartments, condos, and retail locations throughout San Mateo County over the next 4 years.

**Peninsula Clean Energy on Nextdoor**

We are launching a public agency account on Nextdoor in March. The account will allow us to send two targeted Public Service Announcements to all San Mateo County accounts each month and unlimited "Urgent Alerts" to accounts in emergency situations.

## **Community Impact Report**

This report is in development. An overview of the form, contents and distribution plan was presented to the Executive Committee on 3/9/20. Target distribution date is the end of April.

## **News & Media**

Full coverage of Peninsula Clean Energy in the news can be found on our [News & Media](#) webpage.

## **Community Outreach and Events**

Visit our [Events Calendar](#) for a list of upcoming outreach events. Numerous events, including the Next Big Think (STEAM fair), several Earth Day events and several State of the City events have been cancelled or postponed due to the pandemic situation.

## **ECO100 Statistics**

Total ECO100 accounts at end of February:	5948
ECO100 accounts added in the month:	46
ECO 100 accounts dropped in the month:	30
Total ECO100 accounts at the end of January:	5932

## **Enrollment Statistics**

Opt-outs decreased in February 2020 (68) compared to January 2020 (75). Compared to February 2019, the February 2020 opt-out rate was slightly lower than February 2019 with 69 opt-outs for the month. The opt-out rate adjusted for move-in/move-outs is 2.59% and our overall participation rate is 97.4% of eligible accounts as of the end of February.

### Opt-Outs by City

CITY	Eligible Ac	TOTAL OPT OUT
ATHERTON INC	2,711	1.66%
BELMONT INC	11,997	2.64%
BRISBANE INC	2,553	2.04%
BURLINGAME INC	15,414	2.21%
COLMA INC	762	1.44%
DALY CITY INC	34,227	3.45%
EAST PALO ALTO INC	7,940	3.83%
FOSTER CITY INC	14,823	2.06%
HALF MOON BAY INC	4,990	3.01%
HILLSBOROUGH INC	4,046	2.27%
MENLO PARK INC	15,843	1.56%
MILLBRAE INC	9,384	3.06%
PACIFICA INC	15,482	3.79%
PORTOLA VALLEY INC	1,681	6.66%
REDWOOD CITY INC	35,269	2.26%
SAN BRUNO INC	16,512	4.11%
SAN CARLOS INC	14,713	2.54%
SAN MATEO INC	44,607	2.67%
SO SAN FRANCISCO INC	25,285	3.75%
UNINC SAN MATEO CO	24,576	2.94%
WOODSIDE INC	2,290	1.79%
<b>Grand Total</b>	<b>305,105</b>	<b>2.88%</b>
<b>Adjusted Total</b>	<b>304,016</b>	<b>2.59%</b>

Table reflects data as of 3/06/2020

In addition to the County, there are a total of 15 ECO100 cities. The ECO100 towns and cities as of March 14, 2020, include Atherton, Belmont, Brisbane, Burlingame, Colma, Foster City, Half Moon Bay, Hillsborough, Menlo Park, Millbrae, Portola Valley, Redwood City, San Carlos, San Mateo, Woodside, and the County of San Mateo.

The opt-up rates below include municipal accounts, which may noticeably increase the rate in smaller jurisdictions.

### Active Accounts by City and ECO100 Opt-Up Rate

City	Active Accounts	ECO100 Opt-Up %
Atherton	2,637	2.05%
Belmont	11,646	1.55%
Brisbane	2,494	3.49%
Burlingame	15,031	2.26%
Colma	742	4.04%
Daly City	33,047	0.27%
East Palo Alto	7,626	0.30%
Foster City	14,451	2.20%

Half Moon Bay	4,814	2.24%
Hillsborough	3,954	1.64%
Menlo Park	15,555	3.10%
Millbrae	9,107	1.15%
Pacifica	14,893	1.05%
Portola Valley	1,577	93.41%
Redwood City	34,426	2.08%
San Bruno	15,832	0.56%
San Carlos	14,302	2.10%
San Mateo	43,349	1.52%
So. San Francisco	24,331	0.44%
Uninc. San Mateo Co	23,656	2.27%
Woodside	2,246	2.45%
<b>Grand Total</b>	<b>295,716</b>	<b>2.02%</b>

Table reflects data as of 3/06/2020



**PENINSULA CLEAN ENERGY AUTHORITY  
Board Correspondence**

**DATE:** March 17, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority (PCE) Board of Directors

**FROM:** Joseph Wiedman, Director of Regulatory and Legislative Affairs  
 Jeremy Waen, Manager of Regulatory Affairs  
 Doug Karpa, Senior Regulatory Analyst

**SUBJECT:** Update on PCE's February and March Regulatory and Legislative Activities

**SUMMARY:**

Late February and early March continued to see saw a sharp uptick in regulatory and legislative activity as the Commission and Legislature move forward with 2020 activities. As discussed in more detail below, PCE, as part of CalCCA (California Community Choice Association), a coalition of CCAs (Community Choice Aggregators) or on its own behalf, submitted ten pleadings at the California Public Utilities Commission (CPUC or Commission) or before other regulatory bodies in the state. PCE's regulatory and legislative team attended no stakeholder meetings in the last month.

**DEEPER DIVE:**

Regulatory Advocacy and Outreach

**A.19-06-001 – PG&E's Energy Resource Recovery Account (ERRA) Forecast for 2020 –**

On January 24, 2020, the Commission issued a proposed decision to conclude this case. In response to advocacy by the Joint CCAs through ex parte communications, the Commission issued a revised proposed decision on February 26, 2020 adjusting one matter relating to the sales of renewable attributes from PG&E's portfolio and that sales implications on the Power Charge Indifference Adjustment (PCIA) calculation. This adjustment further reduced PG&E's proposed PCIA revenue requirement by \$92.9M. The Commission approved this revised proposed decision on February 27, 2020. On March 13, 2020, PG&E issued advice letter 5781-E in accordance with the final decision within this case. This advice letter establishes, as of May 1, 2020, PG&E's 2020 rate changes for its bundled generation rates and PCIA rates, which both impact PCE's own rates for 2020. PCE staff will continue to monitor this implementation of this case and its rate changes.

**R.17-06-026 – Power Charge Indifference Adjustment (PCIA)** – On February 21, 2020, the PCIA Working Group 3 report was filed. The final report incorporates consensus design of the RPS, GHG-free energy, and RA allocations and market offer framework. Doug Karpa is a member of Working Group 3 representing CalCCA and was deeply involved in developing the Working Group Report. On March 13, 2020, CalCCA filed comments on the report supporting the consensus proposal and advocating for our proposals on non-consensus items, including proposals to make allocations available before 2022, to clarify that the CPUC may review all IOU portfolio optimization efforts, and to make portfolio optimization costs subject to the PCIA rate cap. On February 25, 2020, the assigned administrative law judge issued a proposed decision concerning departing load forecasting and presentation of the PCIA on customer bills. The proposed decision declined to adopt any technical modifications to the load forecasts of the investor-owned utilities finding a lack of evidence for need to change the technical processes at this time. However, the proposed decision would require the investor-owned utilities (IOUs) to report on their meet-and-confer activities with community choice aggregators when a regulatory filing includes a load forecast. The proposed decision would also require the IOUs to collaborate on a joint proposal for bill and tariff changes necessary to show the PCIA as a line item in their tariffs and bill summary table for all customer bills, including bundled utility customers. Each utility would be required to submit a Tier 3 advice letter by August 31, 2020 to implement the joint proposal by December 31, 2021. CalCCA submitted comments on the proposed decision on March 17, 2020. CalCCA's comments generally supported the proposed decision.

**R.16-02-007 – Integrated Resource Planning (IRP)** – On February 21, 2020, the assigned administrative law judge issued a proposed decision regarding greenhouse gas targets, the reference system portfolio, filing requirements for IRP's due in June, and other matters. On March 12, 2020, CalCCA filed opening comments on the proposed decision. CalCCA's comments made four requests: (1) the Commission should clarify that LSEs must present a conforming portfolio for aggregation purposes but may also provide alternative portfolios to inform ongoing refinement and improvement to IRP assumptions and processes; (2) acknowledge that the proposed allocation of exports from combined heat and power ("CHP") resources among LSEs is an interim solution, and limit any such allocation to the amount of CHP not otherwise shown directly in an LSE's individual plan; (3) correct the proposed decision's characterization of CalCCA's position on import RA constraints as CalCCA proposed using a declining trendline rather than a static 11 GW constraint; and (4) prohibit reliance on new-build natural gas resources to meet procurement track requirements or, at a minimum, clarify the scope of projects that would be eligible for compliance. The latter topic stems from efforts by PG&E in the ongoing Microgrids rulemaking to use natural gas generators to serve customers during Public Power Safety Shutoffs and receive credit for those resources as part of the IRP ordered reliability procurement. CCAs have opposed such treatment. PCE also filed separate comments along with Marin Clean Energy and San José Clean Energy advocating for the CPUC to adopt a 30MMT emissions target rather than the 46MMT target, which results in almost no emissions reductions by 2030. PCE's planned portfolio exceeds these targets, but not all CCAs have completed their analyses of their own portfolios, so consensus at the CalCCA level was not achieved. On March 17, 2020, CalCCA filed reply comments. CalCCA's reply comments echoed concerns by numerous parties that costs of procurement must be recognized within the docket and efforts must be taken to reduce costs. Additionally, on March 17, 2020, PCE and San Jose Clean Energy filed reply comments arguing that (1) plans must be developed to cost-effectively reduce reliance on the natural gas fleet; (2) acceptance of individual IRPs should not be premised on conformity to the reference system plan; (3) portfolio reliability methodologies should be developed within the next phase of the docket; (4) emissions from CHP should be assigned to entities using those resources either through purchases of system power or directly from the resource (departure from CalCCA's position in opening

comments); (5) the IRP process must take a more detailed approach modeling storage; and (6) future IRP schedules must allow for adequate time to develop IRPs.

***R.18-07-006 – Affordability OIR*** – On February 21, 2020, CalCCA filed opening comments on the revised staff proposal. The comments supported having a Phase 2 in the docket to discuss technical issues relating to the metrics and impacts on proceedings other than general rate cases. The comments also offered recommendations concerning certain technical changes to metrics being developed while also responding to questions presented by the administrative law judge. Overall the comments supported the general direction the docket is headed and offered further support for development of metrics that are granular enough to capture differences across the state that impact affordability of energy and also requesting that the metrics be utilized by the Commission when it orders procurement or other activities by load serving entities.

***I.19-09-016 – PG&E Bankruptcy*** – On February 21, 2020, PCE along with several other CCAs filed testimony in the docket concerning financial issues. The Joint CCA testimony provided analysis of the financial benefits of PG&E exiting the provision of retail energy service. The analysis found over \$100 million per year in savings to customers. The testimony also discussed the need for the Commission to retain authority to make future changes to PG&E's corporate structure and authorizations including keeping I.15-08-019 open so that changes to PG&E's corporate structure could be made based on the record established in that docket. The testimony also addressed community relations, board composition and rate neutrality requirements. On March 13, 2020, the Joint CCAs filed a Post-hearing Opening Brief and Comments on the Assigned Commissioner Ruling. The brief argued four points: (1) that PG&E needs to focus on the safety of its infrastructure while also improving relationships with the communities it serves; (2) that the Commission must not accept PG&E's definition of "CPUC approval" the IOU is advocating in the case as such broad approval of PG&E's bankruptcy proposal would undermine the ability of the Commission to ensure safety and reliability; (3) that the Commission should keep I. 15-08-019 open in order to develop a plan for PG&E to exit retail service by 2025; (4) that PG&E's proposed capital structure is not neutral to ratepayers and should be rejected unless conditions are placed upon the capital structure; and (5) that PG&E's proposed governance structure will not improve the quality of PG&E's management, is not acceptable in light of PG&E's history of safety violations, and must be rejected absent conditions.

***R.18-12-005 – De-energization*** – On February 19, 2020, CalCCA filed detailed testimony on staff's proposal for additional de-energization guidelines. The comments expressed strong support for many elements of Staff's proposal and offered numerous recommended amendments to the proposal to further strengthen it on many topics including working groups and advisory boards, regional planning, de-energization exercises, notice requirements, usage of community resource centers, restoration of power requirements, transportation resilience, service to medical baseline and access and functional needs populations, transparency, definitions, adoption of consolidated rules, and rules regarding PSPS decision making.

#### Other Activities

None.

### Legislative Advocacy and Outreach

Legislative activity has slowed sharply due to the emergence of the Coronavirus in Northern California. PCE declined to participate in CalCCA's Lobby Day on March 10, 2020 due to staff illness. As of this report, the Legislature has recessed until April 13, 2020. PCE's legislative team continues to analyze proposed legislation in anticipation of the resumption of the legislative session.

### **FISCAL IMPACT:**

Not applicable.



**PENINSULA CLEAN ENERGY**  
**JPA Board Correspondence**

**DATE:** Mar. 13, 2020  
**BOARD MEETING DATE:** Mar. 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors

**FROM:** Jan Pepper, Chief Executive Officer, Peninsula Clean Energy  
Rafael Reyes, Director of Energy Programs

**SUBJECT:** Community Programs Report

**SUMMARY**

The following programs are in progress, and detailed information is provided below:

1. Building and EV Reach Codes
2. Electric Vehicle Charging Incentive Program
3. New EV Dealer Incentive Program
4. DriveForward Electric Low-Income EV Incentive Program
5. EV Ride and Drives
6. MUD Low-Power EV Charging Pilot
7. EV Managed Charging Pilot
8. Community Pilots

**DETAIL**

**1. Building and EV Reach Codes (no change from February)**

**Background:** In 2018 the Board approved a building “reach code” initiative to support local governments in adopting enhancements to the building code for low-carbon and EV ready buildings. The initiative is a joint project with Silicon Valley Clean Energy (SVCE). The program includes small grants to municipalities, technical assistance, and tools, including model codes developed with significant community input. The tools and model code language are available on the project website ([www.PeninsulaReachCodes.org](http://www.PeninsulaReachCodes.org)).

**Status:** In PCE territory, Brisbane, Menlo Park, Pacifica, San Mateo and San Mateo County have adopted reach codes. Engagement with agency staff and Council presentations are ongoing. Most agencies in San Mateo County are considering some kind of reach code. For building electrification the approach taken by Menlo Park has garnered the most interest. On electric vehicle code, approaches vary. Over 30 agencies across San Mateo and Santa Clara counties are exploring reach codes. Below is a sampling of agencies across PCE and SVCE territories:

City	Buildings			Electric Vehicles
	Choice All-Electric or High Efficiency Mixed-Fuel	All-Electric with Limited Gas Usage	Natural Gas Ban	
County of San Mateo		ADOPTED		EV Ready code (PCE model)
Brisbane		ADOPTED		Aggressive EV Ready code
Menlo Park		ADOPTED		Increase chargers & EV Capable (2018)
Milpitas	ADOPTED			Increase chargers & EV Capable
Morgan Hill			ADOPTED	
Mountain View		ADOPTED		Aggressive EV Ready code
Pacifica		ADOPTED		Increase chargers (2017)
Palo Alto		ADOPTED		Aggressive EV Ready code
San Mateo	ADOPTED			Increase chargers & EV Capable
San Jose		ADOPTED	ADOPTED (low rise)	Increase chargers & EV Capable

To address concerns over impacts to affordable housing, PCE and SVCE are developing funding support programs for EV infrastructure in affordable housing (to cover costs above state code). Development projects that are 100% affordable in cities with reach codes would be eligible.

In addition, the Board approved in January 2020 an extension of the reach code technical assistance plus additional elements:

- Education and training for developers and contractors
- Consumer education program on the benefits of all-electric buildings

These new elements are under development and anticipated to launch in Q2 2020.

## 2. Electric Vehicle Charging Incentive Program (no change from February)

**Background:** In December 2018 the Board approved \$16 million over four years for EV charging infrastructure incentives (\$12 million), technical assistance (\$2 million), workforce development (\$1 million), and administrative costs (\$1 million). Subsequent to authorization of funding, PCE successfully applied to the California Energy Commission (CEC) for the CEC to invest an additional \$12 million in San Mateo County for EV charging infrastructure. That application was in conjunction with agencies in Santa Clara County.

Of PCE's \$12 million in incentives, \$8 million will be administered under CALeVIP and \$4 million under a dedicated, complementary PCE program. The dedicated PCE program will address critical market segments not addressed by CALeVIP including

Level 1 charging, assigned parking in multi-family dwellings, affordable housing new construction, and charging for resiliency purposes. PCE staff is working on operational readiness for the dedicated program.

The Board delegated execution of contracts with CLEAResult for technical assistance in August and in October with the Center for Sustainable Energy (CSE) for CALeVIP administration support. The contract with CLEAResult was executed at the end of November while contracting is still underway with CSE.

**Status:** Detailed planning for the technical assistance with CLEAResult is underway with an anticipated soft launch of the program in Q2 of 2020. The general program launch is anticipated in Q3 2020.

### **3. New EV Dealer Incentive Program (no change from February)**

**Background:** This program is one of PCE's two core elements for new EV marketing (the other is the Ride & Drive Program) and is intended to provide time-limited discounts and incentives on EVs to address the up-front cost of which is one of the key barriers to EV adoption. In addition, the program provides a "hook" for broad based marketing across the county intended to not only motivate immediate purchases but also increase awareness and interest in EVs to foster future purchases. The program includes participating dealerships which are selected annually through a competitive process in which dealers were eligible to apply by offering discounts below the Manufacturer's Suggested Retail Price (MSRP) on their EVs. In addition to the discounts offered, PCE provides an added incentive (\$1,000 for battery electric vehicles and \$700 for plug-in hybrids) and a \$250 incentive to participating dealerships per vehicle sold/leased. In April 2019, the Board approved the continuation of the New EV Dealer Incentive Program over three years (2019-2021) following a 2018 pilot.

**Status:** Impact of the 2019 program is under assessment. A community-wide market study is under development and expected to become available in Q2. The market study is intended to indicate the level of awareness and interest in EVs and provide a comparative to a 2018 baseline study. PCE is also acquiring data on overall EV sales in the County for 2019.

What is known is that personal EV sales declined in 2019 over 2018. 2018 saw a major increase with over double the sales of 2017 (4892 vehicles, 17% of personal vehicle sales in 2018 compared to 2037 vehicles, 8.5% of sales in 2017). This was entirely attributable to the availability of the Tesla Model 3. The Model 3 announcement resulted in considerable pent up demand which affected 2019 EV sales. In addition, there were a number of additional negative market factors in 2019: Chevrolet Bolt supply problems due to General Motor strikes, significant decrease in the federal tax credit incentive for the Bolt, California rebate being reduced, and overall light duty sales down ~10%. One other factor impacting EV sales is that consumer preference favors SUVs where sales are growing and there are still few electric SUVs, though more will be entering the market in the next couple of years.

However, the PCE program was well received:

- Buyer reported significance of promotion: 46% stated the program was crucial in decision, 38% very important, 12% slightly important.
- Dealer reported significance of promotion: 75% of dealers said the PCE program was a 'high' significance in customer's purchase decisions, 25% said 'medium' significance.

#### 4. DriveForward Electric Low-Income EV Incentive Program

**Background:** Launched in March 2019, the DriveForward Electric program provides an incentive up to \$4,000 for the purchase of used plug-in hybrid electric vehicles (PHEVs) and full battery electric vehicles (BEVs) to low- and moderate- income San Mateo County residents with access to a standard outlet at home or at work. The incentives may be combined with other programs such as Clean Cars for All from the Bay Area Air Quality Management District or the state-wide Clean Vehicle Assistance Program from Beneficial State Foundation. When combined with another program, PCE offers \$2,000 as a follow-on rebate. The program operates in partnership with Peninsula Family Service's (PFS) DriveForward program, a robust program that provides financial coaching and access to financing to help participants purchase reliable used vehicles.

**Status:** The program is under continuous operation. The state-wide Clean Vehicle Assistance Program recently relaunched and staff has incorporated education about the program into client communications.

Key metrics:

- Vehicles sold to-date: 44
- Estimated CO2 emissions avoided over 10 years: 1,800+ tons
- Estimated annual total participant savings: \$52,000+
- The pipeline includes 10 additional clients that have been approved but have not purchased vehicles

#### 5. EV Ride & Drives

**Background:** This program is one of PCE's two core elements for new EV marketing (the other is the New EV Dealer Incentive Program). It provides for community and corporate events in which community members can test drive a range of EVs. Five events were held in 2018. In February 2019, the Board approved ramping up the program with a 3-year program intended to yield 10 to 25 events per year and to significantly increase social media visibility. The program generated 14 events and 1,879 experiences in 2019 and a total of 19 events and 3,033 experiences since inception in 2018.

Events include pre-test drive, post-test drive, and six-month trailing surveys to document changes in customer perception towards EVs and actions taken after the EV experience. Event surveys indicate that the ride and drive was the first EV experience for 64% of participants and 87% report an improved opinion of EVs.

In addition, the six-month trailing survey indicates strong action following the events:

Sample pool: 312 respondents (26% response rate)

Metric	Result
Acquired an EV after the event	19% (46 purchases, 14 leases)
Of those who didn't acquire an EV, those who said they would "definitely" or "likely" acquire an EV as their next vehicle	72%

**Status:** PCE staff started planning out events for 2020 and had confirmed 6 events in March, April, and May; and identified about 7 other potential host sites, some repeat from previous years and some new.

Due to the recent spread of the coronavirus (COVID-19) and the precautionary measures being taken as a result, all 5 confirmed events in March and April have been cancelled and/or postponed. For workplace events, PCE will work with the host to reschedule the event for later in the year if possible. For community events, it will be up to the main event organizer to decide whether their event is cancelled or rescheduled to later this year; if the latter, PCE will still plan to attend the new date.

The following table summarizes these sites and their current status:

Event	City	Status	Type	Date
District 5 Together	Daly City	Postponed	Comm.	Previously March 28 <sup>th</sup> . Tentatively rescheduled May 9 <sup>th</sup> .
Half Moon Bay Earth Day	Half Moon Bay	Cancelled	Comm.	Previously April 18 <sup>th</sup> . Unclear if it'll be rescheduled.
Facebook	Menlo Park	Postponed	Work	Previously April 20 <sup>th</sup> , looking to reschedule but date TBD
Sony Interactive Entertainment	San Mateo	Postponed	Work	Previously April 21 <sup>st</sup> , looking to reschedule but date TBD
Visa	Foster City	Postponed	Work	Previously April 23 <sup>rd</sup> , rescheduled to June 17 <sup>th</sup> .
Genentech	South SF	Confirmed	Work	May 19, 2020
East Palo Alto Cinco de Mayo Festival	E. Palo Alto	Exploring	Comm.	TBD
Foster City Summer Days	Foster City	Exploring	Comm.	TBD

Facebook Summer Festival	Menlo Park	Exploring	Comm.	TBD
Oracle	Redwood City	Exploring	Work	TBD
Guidewire Software	San Mateo	Exploring	Work	TBD
Illumina	Foster City	Exploring	Work	TBD
Verily	South SF	Exploring	Work	TBD
Crazy About Cars Event	Daly City	Exploring	Comm.	TBD

PCE had anticipated completing at least 18 events in 2020. Staff will continue to do what is within our capacity to reach this goal; however, this will be dependent on the how the coronavirus situation will progress. Lastly, staff's goal is to host events throughout the county and will particularly focus on finding events in cities where we have not had events yet, which include Atherton, Belmont, Brisbane, Hillsborough, Pacifica, Portola Valley, San Carlos, and Woodside. Recommendations on large community events at any of these cities or large corporate offices in any city would be very welcome and appreciated. Please reach out to Alejandra Posada (aposada@peninsulacleanenergy) if you have any recommendations.

## 6. MUD Low-Power EV Charging Pilot

**Background:** This project was initially approved by the Board in 2018. This pilot program will foster new low-power charging technology solutions, pilot them in multi-unit dwellings (MUDs), assess the technologies for possible inclusion in PCE's Charging Incentive Program, and document the results. Energy Solutions was selected as the consultant partner as part of a competitive bid process. The project was kicked off in August 2019.

**Status:** Energy Solutions has completed a needs assessment that focused on the various ownership types of MUDs and implications for charging station technology functionality and a technology review that analyzed various forms of energy management and low-power charging options. The technology finalists fall into two categories: multiplexers, which share multiple EV charging stations on a single electrical circuit and cycle or throttle charging to avoid overloading the circuit, and smart level 1 (120V) low-power charging options that allow for billing and access controls. The team is now making a determination on which of the finalists will move to the pilot stage.

Four apartment properties in Foster City, Millbrae, and San Mateo have been identified as candidates and have tentatively agreed to participation in the pilot. Installations are targeted for mid-summer 2020.

## 7. EV Managed Charging Pilot

**Background:** PCE has entered into a contract with FlexCharging to test manage charging through vehicle-based telematics. The system utilizes existing Connected Car

Apps and allows PCE to manage EV charging via algorithms with a goal of shifting more charging to occur during off-peak hours.

**Status:** Phase 1 of the project, which is testing basic functionality of the App and connectivity with Tesla and Nissan vehicles, was kicked off in January 2020 and is estimated to last about 4-6 months. Approximately 15 volunteers are assisting at this phase. PCE is now able to analyze incoming data from this pilot and is gathering lessons learned from a vehicle-based approach to managed charging. If successful, the project will move to a phase 2, which will begin testing incentive structures for behavior change impact.

## 8. Community Pilots

**Background:** The Community Pilots program supports small pilots intended to foster program innovation, local engagement and inform PCE program strategy. The Board approved the program in 2018 and PCE awarded grants of up to \$75,000 each for six innovative local pilot projects to reduce greenhouse gas emissions, support low-income customers, and advance electric transportation.

**Status:** Most of the pilots are entering an assessment phase to identify lessons learned and whether the pilot merits consideration for continuation or scaling.

Pilots are being evaluated using the following criteria:

1. Accelerates GHG reductions
  - Does the pilot lead to GHG reductions in a cost-effective manner?
2. Value to participant
  - How helpful and/or impactful was the pilot to the customer (i.e. residents, municipality, faith institution) that it interacted with?
3. Equity participation
  - Did the pilot serve the low- and moderate-income community?
4. Renewables alignment
  - Does the pilot assist with an assets or activity being deployed that helps match renewable energy supply with demand?
5. Scalability of project
  - Is there enough market potential for the program to grow?
  - Is there a programmatic gap in the particular service the pilot provided?
  - Is it administratively easy for PCE to scale up the pilot without significantly impacting internal capacity?
6. Informs PCE strategy
  - Were there valuable lessons learned through the pilot that help grow PCE expertise and strategy?
  - Does pilot provide valuable data to PCE?

At this stage, staff has completed some preliminary qualitative evaluation on based on the above criteria, which is summarized below along with a brief status update on the program.

Pie chart definitions:

● Very High   ● Medium high   ◐ Medium   ◑ Medium low   ○ Very low/does not apply

Pilot	Evaluation					
	GHG reduction	Value to participant	Equity participation	Renewables alignment	Scalability potential	Informs PCE strategy
<b>ARCA Recycling</b> <u>Description:</u> Fridge recycling program to capture high impact GHG sources. <u>Status:</u> 127 units collected as of end of February. Funding up to 350 units.	●	◐	◑	○	●	◑
<b>Ardenna</b> <u>Description:</u> Electrification retrofit pilot for up to 5 homes with technical & financial assessment. <u>Status:</u> 1 home moved forward with upgrades by requested time (2 others likely but timing unclear). Moving to measurement & verification for 1 year.	◑	●	○	○	◑	●
<b>Build It Green</b> <u>Description:</u> Gap funding for upgrades & repairs for 10-16 low income homes. <u>Status:</u> Upgrades completed in 10 homes, 3 more underway.	◑	●	●	○	●	◑
<b>CA Interfaith Power &amp; Light</b> <u>Description:</u> Recruit and develop plans to equip faith institutions to be community hubs with clean energy back up power. <u>Status:</u> 3 sites received solar plus storage bids. 3 emergency preparedness meetings held at local congregations with ~40-55 attendees	◐	●	◑	●	◐	◐
<b>Envoy</b> <u>Description:</u> Deploy EV for car sharing within a low to moderate income community apartment complex. <u>Status:</u> Significant contract challenge encountered related to liability to drivers and may not be reconcilable.	N/A	N/A	N/A	N/A	N/A	N/A
<b>SMMo Office of Sustainability</b> <u>Description:</u> Develop a clean fuel fleet toolkit, technical assistance to cities, and acquire pilot vehicles and scooters. <u>Status:</u> Acquired 1 PHEV and 8 e-bikes. Collected data and barrier research from local fleets. Evaluating options for EV fleet policy.	◑	●	○	○	◑	◐



**PENINSULA CLEAN ENERGY**  
**JPA Board Correspondence**

**DATE:** March 16, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors

**FROM:** Jan Pepper, Chief Executive Officer

**SUBJECT:** Energy Supply Procurement Report – March 2020

**BACKGROUND:**

This memo summarizes energy procurement agreements entered into by the Chief Executive Officer since the last regular Board meeting in February. This summary is provided to the Board for information purposes only.

**DISCUSSION:**

The table below summarizes the contracts that have been entered into by the CEO in accordance with the following policy since the last board meeting.

<b>Execution Month</b>	<b>Purpose</b>	<b>Counterparty</b>	<b>Term</b>
March	Purchase of Energy Hedge	Calpine Energy Services, L.P.	3 years
March	Purchase of Energy Hedge	Direct Energy Business Marketing	9 months
March	Purchase of Energy Hedge	Morgan Stanley Capital Group Inc.	2 years
March	Sale of System Resource Adequacy	Calpine Energy Services, L.P.	1 month
March	Purchase of System Resource Adequacy	Calpine Energy Services, L.P.	3 years
March	Sale of System Resource Adequacy	Pacific Gas & Electric Company	1 month

In January 2020, the Board approved the following Policy Number 15 – Energy Supply Procurement Authority.

**Policy:** “Energy Procurement” shall mean all contracting for energy and energy-related products for PCE, including but not limited to products related to electricity, capacity, energy efficiency, distributed energy resources, demand response, and storage. In Energy Procurement, Peninsula Clean Energy Authority will procure according to the following guidelines:

**1) Short-Term Agreements:**

- a. Chief Executive Officer has authority to approve Energy Procurement contracts with terms of twelve (12) months or less, in addition to contracts for Resource Adequacy that meet the specifications in section (b) and in Table 1 below.
- b. Chief Executive Officer has authority to approve Energy Procurement contracts for Resource Adequacy that meet PCE’s three (3) year forward capacity obligations measured in MW, which are set annually by the California Public Utilities Commission and the California Independent System Operator for compliance requirements.

Table 1:

Product	Year-Ahead Compliance Obligation	Term Limit
Local Resource Adequacy	In years 1 & 2, must demonstrate capacity to meet 100% of monthly local obligation for years 1 and 2 and 50% of monthly local obligation for year 3 by October 31 <sup>st</sup> of the prior year	Up to 36 months
System Resource Adequacy	In year 1, must demonstrate capacity to meet 90% of system obligation for summer months (May – September) by October 31 <sup>st</sup> of the prior year	Up to 12 months
Flexible Resource Adequacy	In year 1, must demonstrate capacity to meet 90% of monthly flexible obligation by October 31 <sup>st</sup> of the prior year	Up to 12 months

- c. Chief Financial Officer has authority to approve any contract for Resource Adequacy with a term of twelve (12) months or less if the CEO is unavailable and with prior written approval from the CEO.
- d. The CEO shall report all such agreements to the PCE board monthly.

- 2) Medium-Term Agreements:** Chief Executive Officer, in consultation with the General Counsel, the Board Chair, and other members of the Board as CEO deems necessary, has the authority to approve Energy Procurement contracts with terms greater than twelve (12) months but not more than five (5) years, in addition to Resource Adequacy contracts as specified in Table 1 above. The CEO shall report all such agreements to the PCE board monthly.

- 3) **Intermediate and Long-Term Agreements:** Approval by the PCE Board is required before the CEO enters into Energy Procurement contracts with terms greater than five (5) years.
- 4) **Amendments to Agreements:** Chief Executive Officer, in consultation with the General Counsel and the Board Chair, or Board Vice Chair in the event that the Board Chair is unavailable, has authority to execute amendments to Energy Procurement contracts that were previously approved by the Board.



**PENINSULA CLEAN ENERGY**  
**JPA Board Correspondence**

**DATE:** March 18, 2020  
**BOARD MEETING DATE:** March 26, 2020  
**SPECIAL NOTICE/HEARING:** None  
**VOTE REQUIRED:** None

**TO:** Honorable Peninsula Clean Energy Authority Board of Directors

**FROM:** Jan Pepper, Chief Executive Officer  
Siobhan Doherty, Director of Power Resources  
Peter Levitt, Associate Manager, Distributed Energy Resources (DER) Strategy

**SUBJECT:** Update on Energy Resiliency Strategy

**SUMMARY**

On January 23, 2020, the Peninsula Clean Energy Board of Directors approved staff's three-year, \$10 million strategy to deploy local electricity resiliency programs in San Mateo County. Each month, staff will provide an update report to the Board on the status of the programs deployed under this strategy. Any actual budget commitments would need to be approved by Peninsula Clean Energy's Board in accordance with our policies. The full Energy Resiliency Strategy is available on Peninsula Clean Energy's website: [https://www.peninsulacleanenergy.com/wp-content/uploads/2020/02/Resiliency-Strategy\\_January.pdf](https://www.peninsulacleanenergy.com/wp-content/uploads/2020/02/Resiliency-Strategy_January.pdf)

The following programs are in progress, and detailed information is provided below:

1. Municipal Community Resiliency Centers (CRC)
2. Distributed Resource Adequacy (RA)
3. Solar Energy Resiliency for Medically Fragile Customers
4. Community Resiliency at Faith Institutions – Interfaith Power & Light
5. Future Programs – EVs for Backup Power

## **DETAIL**

### **1. Municipal Community Resiliency Centers (CRC)**

#### **Background**

In Q3 2018, East Bay Community Energy (EBCE), in partnership with Peninsula Clean Energy, was awarded a Bay Area Air Quality Management District grant for a scoping study to identify critical facilities that can provide emergency services during natural disasters including for community shelter in the counties of Alameda and San Mateo. These facilities will be studied to evaluate viability and economics for deploying solar+storage to provide back-up power. Solar+storage at critical facilities can provide a cleaner and more reliable power source than diesel generators and reduce operating costs for the facilities.

This \$300,000, 12-month scoping project will achieve four objectives 1) identify a subset of critical facilities in San Mateo and Alameda counties that can serve as community shelters and/or emergency response hubs during power outages related to Public Safety Power Shutoff events or natural disasters (e.g. police and fire depts, recreation centers, libraries, etc); 2) narrow that list to select priority sites based on site hazards, proximity to population, and location in a disadvantaged community or low income zone; 3) develop a financial model (e.g. rate design or financial incentive) that results in affordable and widespread deployment of resilient solar systems; and 4) design and assist in the collective procurement for solar+storage installations at priority critical facilities to reduce costs for interested agencies.

This project was initiated in Q3 2019, and Peninsula Clean Energy conducted outreach to cities to identify sites and form a preliminary list of prospective facilities.

Eleven cities responded by the required deadline and identified 118 facilities for initial study: Belmont, Brisbane, Colma, Foster City, Half Moon Bay, Hillsborough, Millbrae, Pacifica, Redwood City, San Carlos, and San Mateo. These cities' facilities were studied for their solar potential, to understand their risk of fault as a result of natural disasters, and to evaluate the population within a 30-minute walk. This is the first phase of the project, and we intend to include additional cities and facilities in the future.

#### **Current Status**

Over the last month, staff met with personnel from each of these 11 cities to review initial evaluations studies, discuss city priorities with respect to backup power needs, and consider potential procurement pathways. Based on the initial study and conversations with the cities, we have narrowed the list of facilities for further evaluation to 48 out of the initial 118 facilities that cities identified.

The scoping study and cities' guidance will serve as a basis for assessing the full scope of a prospective procurement. EBCE is the lead agency for the project and is planning to release a Request for Information (RFI) in the first quarter of 2020 to collect industry information on potential resiliency solutions and how to organize procurement for

municipalities in EBCE and Peninsula Clean Energy territories. With a better understanding on how to organize a joint procurement for energy resiliency, EBCE and Peninsula Clean Energy will run a Request for Proposals (RFP) in Q3.

## **2. Distributed Resource Adequacy**

### Background

The Distributed Resource Adequacy (RA) program is a group effort with Peninsula Clean Energy, East Bay Community Energy, Silicon Valley Clean Energy, and Silicon Valley Power to utilize Load-Serving Entities' (LSEs) RA purchasing obligations to motivate new solar+storage systems to provide energy resiliency throughout the Bay Area. Peninsula Clean Energy aims to purchase 10MW of Local Greater Bay Area RA from new solar and storage capacity, 5% of which will be sited in Disadvantaged Communities or Low-Income Zones. We are targeting 50% of systems to be installed on residences and 50% to be installed on businesses. In total, all LSEs will procure 33MW of new energy capacity as a result of this program.

The request for proposals was published in November 2019 with a due date in December. Peninsula Clean Energy received 20 proposals. In January, we shortlisted eight of the proposals and conducted interviews with this shortlist.

### Current Status

Based on the interviews with shortlisted candidates, we narrowed the list to five candidates that we are continuing to evaluate. We aim to contract with final awardees in Q2 2020 and begin deploying energy resiliency systems ahead of the 2020 fire season.

## **3. Solar Energy Resiliency for Medically Fragile Customers**

### Background

Grid outages can be life threatening for people that depend on electricity to power medical equipment. Clean backup power will allow customers that depend on medical equipment to remain in their homes during a power outage and have access to electricity. This could also reduce power outage-related calls to emergency services from these customers.

Peninsula Clean Energy will conduct outreach to customers with critical, electricity dependent medical needs in our service territory in two primary ways –

- a) Medical Baseline rate designation – Medical Baseline provides certain protections for residential customers that have special energy needs due to qualifying medical conditions. Peninsula Clean Energy has approximately 4,300 Medical Baseline customers. During the largest of the four PSPS events in October, approximately 600 Medical Baseline customers lost power.
- b) Partner with local public health institutions such as hospitals, municipal emergency services and non-profit agencies for outreach to target customers.

Peninsula Clean Energy will partner with a private sector vendor to facilitate the deployment of solar and battery energy solutions on a select number of homes of medically threatened customers before the 2020 wildfire season. This will deliver immediate relief and test the approach and pricing for this solution.

Under the CPUC's Small Generator Incentive Program (SGIP), funds are available to Medical Baseline customers located in Tier 2 or Tier 3 high fire threat districts. These incentive levels amount to nearly the full cost of an energy storage system. This will help ensure that systems purchased or financed by our customers provide a near guarantee of economic savings.

#### Current Status

Staff is currently developing this program internally. Our first priorities are to develop an outreach strategy and develop a statement of work for a program administrator.

### **4. Community Resiliency at Faith Institutions – Interfaith Power & Light**

#### Background

This pilot project seeks to recruit and equip 3-5 faith institutions to be community resilience hubs with clean energy backup power and emergency preparedness plans to respond to community needs during a natural disaster or emergency. Through this pilot, Peninsula Clean Energy will capture practical knowledge to inform and design future resilience programs.

This program is managed by the PCE Community Energy Programs team.

#### Current Status

The project engaged four congregations across San Mateo County - (1) Hope United Methodist Church, (2) Congregational Church of San Mateo, (3) Peninsula Sinai Congregation, and (4) Unitarian Universalists of San Mateo. Of the four sites, three are currently reviewing bids that range between 20-25 kW PV arrays and ~10-40 kWh storage. In conjunction with the bid review, two congregations are engaging in more detailed emergency preparedness planning to help both inform their operational plans and the required system sizes based on those plans. Projects are anticipated to start mid-2020. All three sites are investigating additional options to finance the battery purchase or solicit a donation due to the high cost of the storage system. The fourth congregation, which has not solicited a bid, has plans to construct a new building on their site and is discussing whether to align the solar plus storage project with that new construction project.

The pilot project highlighted two key learnings: (1) what are the best practices for designing an emergency preparedness plan for off-grid operation, and (2) what standards exist for developers to properly size storage for resiliency needs. The seemingly larger storage requirement to support longer duration off-grid operation increases the cost of the storage system reducing financial feasibility of the project.

## 5. Future Programs

### EVs for Backup Power

EVs require powerful batteries and therefore represent an energy asset that can act as a virtual power plant, charging their batteries with renewable energy during the daytime, and discharging their batteries to the grid when there is high demand during evening hours. Additionally, these fleets can provide backup power by reserving a portion of their overall capacity in the event of a power outage. In the U.S., there are some limits around using EVs in this way due to limitations in warranties. However, we expect this to change over time as “V2Home” (Vehicle to Home) programs become implemented by car companies and/or other third-party suppliers.

Staff is tracking several Vehicle to Grid (V2G) companies and pilot projects for possible development with Peninsula Clean Energy. These range from light-duty vehicles (vehicles equipped with Chademo ports, mostly the Nissan Leaf) to heavy-duty school buses. We are developing a V2G program track, which will be incorporated into a larger fleet strategy. This will include day-to-day customer bill management for EV fleets and could potentially include bi-directional grid support and backup emergency power demonstrations.

This program is managed by the PCE Community Energy Programs team.