



FINAL REPORT

CONTRACT NO. ML16083B (METROLINK STATION PARKING LOT)

# **INSTALLATION OF ELECTRIC VEHICLE CHARGING STATIONS PROJECT**

City of El Monte

April 14, 2020

*Prepared for the Mobile Source Air Pollution Reduction Review Committee (MSRC) under the AB2766 Discretionary Fund Work Program.*

## ACKNOWLEDGEMENTS

- ChargePoint, Inc.
- City of El Monte Public Works Department
- City of El Monte City Manager's Department
- Mobile Source Air Pollution Reduction Committee
- NOVA Electric

*This report was submitted in fulfillment of Contract ML16083B and Installation of Electric Vehicle Charging Stations Project by the City of El Monte under the (partial) sponsorship of the Mobile Source Air Pollution Reduction Review Committee (MSRC). Work was completed as of March of 2020.*

## **DISCLAIMER**

*This statement and conclusions in this report are those of the contractor and not necessarily those of the Mobile Source Air Pollution Reduction Review Committee (MSRC) or the South Coast Air Quality Management District (South Coast AQMD). The mention of commercial products, their sources or their uses in connection with material reported herein is not to be construed as either an actual or implied endorsement of such products.*

## EXECUTIVE SUMMARY

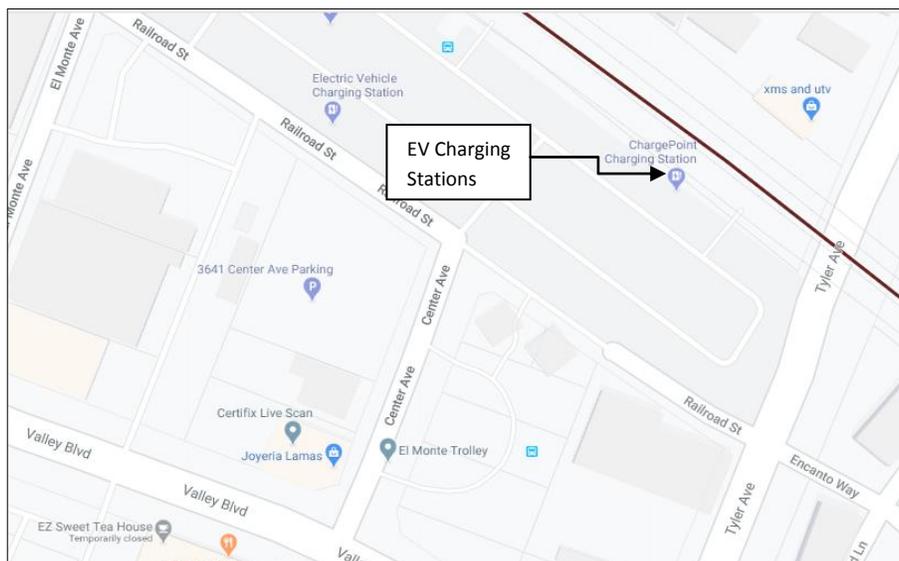
The City of El Monte and the Mobile Source Air Pollution Reduction Review Committee (MSRC) executed Contract No. ML16083B to install four (4) dual Level II Electric Vehicle Charging (EVC) Stations at the Metrolink Station parking lot located at 10925 Railroad Street, El Monte, California.

On June 7, 2016, City Council accepted Clean Air Transportation funding from the Mobile Source Air Pollution Reduction Review Committee (MSRC) for the purchase and installation of Electric Vehicle Charging Stations. The Program co-funds clean air projects. The City utilized AB 2766 Motor Vehicle Registration Fee Subvention Funds and Proposition C Local Return to co-fund this project.

The EVC stations were selected based on the criteria such as electrical accessibility, available load capacity, ADA requirements, public visibility and near alternative means of transportation. Each location has dual Level II EVC stations. Four (4) dual EVC stations were installed at the Metrolink Station parking lot. The EVC stations at the Metrolink Station replaced two (2) older single-port EVC stations with four dual-port EVCs.

ChargePoint, Inc. was awarded a National Joints Powers Alliance (NJPA) cooperative purchasing contract to sell ChargePoint branded EVC stations under Contract No. ML16083B.

As the lowest bidder, NOVA Electric completed the construction and installation phase of the project after being awarded a Service Contract Agreement to provide electrical underground work and installation of the EVC stations. ChargePoint, Inc. provided the charging station equipment and is now responsible for post-construction billing and management services. In addition, ChargePoint, Inc. provided the hardware and support cloud-based data services to allow customers to insert a payment card and access the ChargePoint payment system. ChargePoint, Inc. deducts a processing fee for each transaction and returns the net revenues to the City of El Monte on a quarterly basis. The project was completed in March of 2020.



## **Discussion:**

In 2015, the Clean Transportation Funding from the Mobile Source Air Pollution Review Committee (MSRC) became available exclusively to cities and counties within the South Coast Air Quality Management District (SCAQMD). This 'Local Government Match Program' provided co-funded clean air projects implemented by cities and counties that utilize their Motor Vehicle Registration Fee Subvention funds, commonly referred to as AB2766 Subvention Funds. Eligible project categories for this Local Government Match Program were refined to better support cities' and counties' air quality improvement needs. As a result, developed funding and incentives that would encourage the accelerated transition to fund projects that invest in cleaner vehicles and fueling alternative infrastructure.

The City of El Monte met the requirement and submitted an application to install two (2) dual-port and (1) single-port EV accessible to the public EV Level II charging stations at City Hall and the Metrolink Station parking lots in 2015. In the last quarter of 2019, City staff requested that the project be transferred from City Hall to the Metrolink Station parking lot only. In addition, the City requested approval to replace the project description from one (1) single-port to two (2) dual-port EV charging stations to be installed at the Metrolink Station parking lot for a total of four (4) dual-port EV chargers at no additional cost to the MSRC. On January 14, 2020, City Council approved the purchase and installation of four (4) needed EVC stations for the project location after receiving MSRC approval to change a project location and changing a single-port for a dual-port EVC stations.

The grant project to install four (4) dual electric vehicle charging stations has increased City efforts to provide accessible to the public charging stations for the community. Each charging station has two ports; a total of eight (8) vehicles will be able to charge at any given time.

## **Results and Conclusions:**

Prior to the installation of the electric vehicle charging stations, the City had two single-port EVC stations only at the Metrolink Station parking lot. With the installation of the EVCs at the downtown and Metrolink Station parking lots, EVC infrastructure increased access to EVCs at two locations and removed older single-port EVC stations for new dual-port EVC stations. An increase in EVC were provided to the EV user community with eight (8) total EVC spaces at the Metrolink Station location and four (4) total EVC spaces at the downtown parking lot. Consequently, the EVC stations will assist the City of El Monte with achieving local succession in the reduction of mobile source pollutants.

**Project Documentation:**

Four dual-port EV Charging Stations (Metrolink Station Parking Lot):



Electric Vehicle Charging EVC Station Infrastructure with MSRC Logo/Decal:



Outreach Material:

1. Uploaded outreach material to the City's website and posted at City facilities newsstands or bulletin boards



**City of El Monte**  
Public Works, Transportation Services

**Electric Vehicle Chargers Now Available at Valley Mall Parking Lot & Metrolink Station Parking Lot**



**The City of El Monte Electrifies**

The City of El Monte is working to increase fueling alternatives by providing needed electric vehicle (EV) infrastructure to EV users in the community.

As of February 2020, the City installed 34 electric vehicle (EV) charging station ports. These ports are now accessible to the public at City Hall, Metrolink Station and Valley Mall parking lots.

The new EV charging stations installed at the Metrolink Station and Valley Mall parking lots were co-funded by the Mobile Source Air Pollution Reduction Review Committee (MSRC), AB 2766 and Proposition C Local Return.

**Electric Vehicle (EV) Charging at City-owned EV Stations**

- Download and create an account with the ChargePoint App.
- To charge your EV at a City facility, type one of the following addresses:
  - 10925 Railroad Street for the Metrolink Station parking lot
  - 10707 Valley Mall for Valley Mall parking lot
  - 11333 Valley Blvd for City Hall parking lot
- The current EV user charge rate at these locations is set at \$0.30 cents per kWh.



If you have any questions or concerns regarding the EV charging stations, please contact Transportation Services at 626-580-6617.

The above outreach material can be found on the City's website under the following link:

<https://www.ci.el-monte.ca.us/326/Transportation-Division>

### ELECTRIC VEHICLE CHARGING STATIONS IN THE CITY OF EL MONTE

The City of El Monte now offers Electric Vehicle (EV) Charging Stations for public usage. You can find a City-owned EV Charging Station at the following public parking lots: City Hall, downtown (i.e., Valley Mall parking lot) and Metrolink Station. You must download and create an account on the ChargePoint App in order to charge your EV at the stated locations. There is a \$0.30 cent fee per kWh when charging at one of three locations. For more information, please click on the link below:

[City of El Monte EV Charging Station](#)



EMPLOYMENT



NOTIFY ME



CURRENT PROJECTS



ONLINE PAYMENTS



GO REQUEST



AGENDAS & MINUTES



#### CONTACT US

El Monte City Hall  
11333 Valley Boulevard  
El Monte, CA 91731  
Phone: 626-580-2001  
Fax: 626-453-3612  
Email

#### QUICK LINKS

Municipal Code  
Job Openings  
City Staff Email  
City Services  
City Directory

#### FREQUENTLY ASKED QUESTIONS

Where can I register to vote?  
Who do I talk to regarding trash services?  
Where can I get information on recycling?  
How do I apply for a vacant position?

#### SITE LINKS

Home  
Site Map  
Contact Us  
Accessibility  
Copyright Notices  
Privacy Policy  
Government Websites By

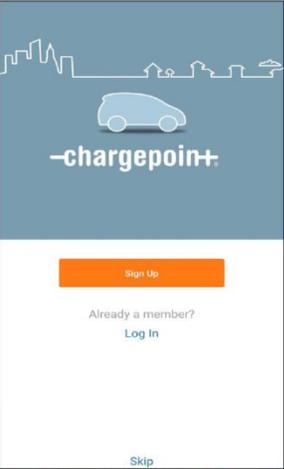
## 2. A ChargePoint, Inc. EVC How-To Guide for City Employees with Electric Vehicles

CITY OF EL MONTE EMPLOYEE ELECTRIC VEHICLE (EV)  
INCENTIVE PROGRAM:

HOW TO SET-UP YOUR ACCOUNT FOR EV CHARGING WITH  
CHARGEPOINT'S APP ON CITY OWNED EV CHARGING STATIONS

Presented by Transportation Services

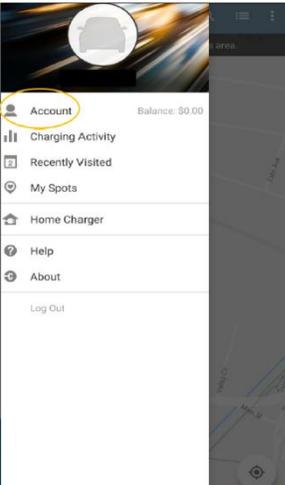
Step 1: Download the ChargePoint App



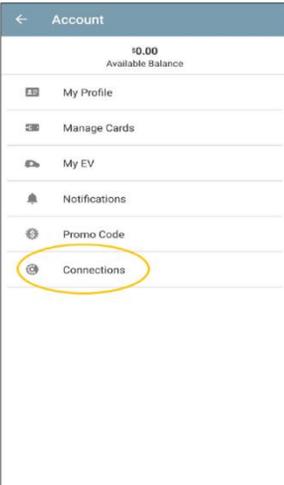
Step 2: Create your account



Step 3: Click on your Account



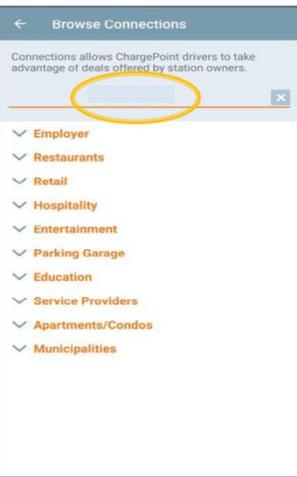
Step 4: Click on Connections



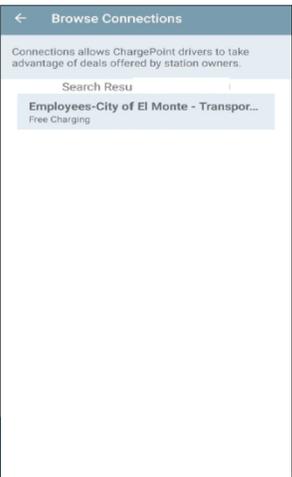
**Step 5: Click on Browse Connections**



**Step 6: Type**



**Step 7: Click on Employees-City of El Monte**



**Step 8: Type your Employee ID No., read Terms and Conditions, check mark if you agree and Submit Request**

