

2024 Clean Ports Program Utility Partnership Template

Instructions: Planning early for long-term electric charging infrastructure needs is important for project success. This form was created for the convenience of applicants and utility providers to assist in discussing the potential new zero-emission vehicle/equipment and infrastructure projects, including key components such as anticipated costs and timelines.

The intent of this form is to ensure **awareness** of all parties involved in the potential new zero-emission port technology project. This document is **not binding**, meaning that applicants and utility providers do not need to complete a full utility analysis or otherwise fully commit to proceeding with the potential new zero emissions equipment project as outlined on this form.

The information identified in this worksheet may be used to support the Project Narrative component of the grant application package, but it is **not required**. Applicants may include a copy of this worksheet for each project location included in the application.

Regardless of whether applicants use this worksheet, the EPA strongly encourages applicants to coordinate with their electric utility to determine anticipated costs and timelines. **Additionally, applicants should keep fleet electrification expansion plans in mind, as futureproofing for upcoming needs can ultimately decrease overall utility upgrade costs.**

1. Fleet Information

	Requested in Application <i>[Please provide the number of units of mobile source equipment (by type) and chargers requested in your application.]</i>	Current Electric Fleet at time of Application Submission <i>[Please provide the number of units of mobile source equipment (by type) and chargers already in your electric fleet.]</i>
Type and Number of Units of Electric Vehicles/Equipment: <i>(please specify the type of mobile source equipment such as dray trucks, terminal tractors, side picks, locomotives, vessels etc.)</i>		
Number of DC Fast Charger Units:		
Number of Level 2 AC Charger Units:		
Number of Other EV Charger Units <i>(please specify the type of chargers)</i>		

Number of Shore Power Pedestals:		
Number of Units of Other Eligible Charging and/or other Electrical Infrastructure: <i>(please specify the type of infrastructure)</i>		
Expected location(s) (street, city, state, ZIP code) of Charger and/or Electrical Infrastructure Installations:		

2. Utility Information

EPA recommends that applicants fill out information for each individual utility provider they are communicating with about their potential electric infrastructure project. EPA also recommends that applicants communicating with more than one utility provider identify whether the project scope occurring with a specific utility provider would constitute all or only part of the potential electric infrastructure project.

a. Utility Provider #1

Name of the Utility Provider:	
Utility Contact Name:	
Utility Contact Phone:	
Utility Contact Email:	

b. Utility Provider #2

Name of the Utility Provider:	
Utility Contact Name:	
Utility Contact Phone:	
Utility Contact Email:	

c. Utility Provider #3

Name of the Utility Provider:	
Utility Contact Name:	
Utility Contact Phone:	
Utility Contact Email:	

d. Utility Provider #4

Name of the Utility Provider:	
Utility Contact Name:	
Utility Contact Phone:	
Utility Contact Email:	

3. Applicant and Utility Coordination Affirmation

By signing this Affirmation, I certify that I am an Authorized Representative for the Applicant or Utility Provider identified below.

If an applicant has not received a response from their local utility provider(s) after repeated attempts to discuss this form, then they may choose to submit the document with signatures from all parties involved in the application except for the utility, with the understanding that there will be continued outreach with the utility after the application deadline.

Applicant Affirmation

I have discussed the project plan for the fleet and charging infrastructure outlined above with the Utility Company, and if applicable with the School District and/or Port Authority, and others as appropriate.

_____	_____	_____
Applicant Organization Name	Authorized Representative (Signature)	Date

Utility Provider Affirmation

I have discussed the project plan for the fleet and charging infrastructure outlined above with the Applicant listed above, and if applicable, the third parties, including the relevant School District and/or Port Authority, and others as appropriate.

_____	_____	_____
Utility Provider #1 Name	Authorized Representative (Signature)	Date

_____	_____	_____
Utility Provider #2 Name	Authorized Representative (Signature)	Date

_____	_____	_____
Utility Provider #3 Name	Authorized Representative (Signature)	Date

_____	_____	_____
Utility Provider #4 Name	Authorized Representative (Signature)	Date

Other Entity Affirmation

(applicable only if part of project; e.g., other state or local agencies, including Port Authorities or School Districts)

I have discussed the project plan for the fleet and charging infrastructure outlined above with the Utility Company and Applicant Organization, listed above, and others as appropriate.

Entity Organization Name

Authorized Representative (Signature)

Date

4. Planning for Utility Upgrades

<p>Please work with your utility to provide a rough estimate of the total engineering and construction cost for utility owned infrastructure (in front of the meter) for the project based on the number of units of vehicles/equipment and eligible charging and/or other fueling infrastructure listed in the applicant's application.</p>	
<p>In the box below, please briefly describe the scope of any needed utility upgrades for the project. Please consider whether engineering, construction, and/or permitting is needed, whether an interconnection study is necessary, and the extent of services needed for completion. This should include whether upgrades are necessary for the following pieces of equipment:</p> <ul style="list-style-type: none">• Power transformer• Terminator Pole• Service lateral/conductor• Metering• Primary line extension• Any additional equipment	
<p>Based on the information provided above, please provide an estimate of time required to complete the necessary utility-owned infrastructure (in front of the meter) upgrades:</p>	