

SECTION 7. BUDGET

The County's achievement in executing projects funded by grants is attributed to its cross-functional team strategy. A Project Manager, with relevant subject matter experience, is designated for each project. This Project Manager is accountable for ensuring project delivery and serves as the primary liaison with the grantor agency and project delivery partners. The Project Manager collaborates with the respective Director and provides updates on project progress and necessary reports. The Project Manager receives support from County finance staff and competitively selected consultants/contractors based on their qualifications to ensure successful project delivery. All partners and consultants engaged in the project have clearly defined roles, responsibilities, and deliverables. As documented in Section 6, the County and VCREA have assembled an experience team, with a history of successfully implementing grant funded projects.

The project budget, as detailed below, has been developed based on a mixture of information quotes and Coalition experience implementing projects of similar scope and size.

SALARY AND WAGES

MEASURE	CONTRACT	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
EV Blueprint Implementation	Program Administrator II (0.8 FTE)	\$112,357	\$117,975	\$123,874	\$130,067	\$136,571	\$620,844
<p>This position will serve as the EV Blueprint <u>Project Coordinator</u> and will dedicate 0.8 FTE towards the implementation of the VCEEI EV Blueprint Implementation. This position will be responsible for the planning, implementation, and evaluation of the program. This position will manage the day-to-day activities. Other responsibilities include managing program-level performance and providing program-level reporting, maintaining relationships and coordination with all partners, and scheduling and drafting agendas for status meetings.</p> <p>Base salary for this position is typically \$140,447/yr. The position will receive a 5% cost of living increase in years 2-5. Salary reflects a per hour service rate for this classification and is adopted once a year before the start of a new fiscal year. Service rates are primarily composed of salary and benefits and any applicable indirect costs.</p>							
EV Blueprint Implementation	Program Admin III – (0.2 FTE)	\$33,557	\$35,235	\$36,997	\$38,846	\$40,789	\$185,424
<p>This position will serve as the EV Blueprint <u>Project Administrator</u> and will dedicate 0.2 FTE towards the implementation of the VCEEI EV Blueprint Implementation. The position will be responsible for administrative task like reporting requirements, budget oversight and analysis, make overall project decisions, ensuring project action items and deliverables are met and provide final oversight of all project level activities and decisions.</p> <p>Base salary for this position is typically \$167,786/yr. The position will receive a 5% cost of living increase in years 2-5. Salary reflects a per hour service rate for this classification and is adopted once a year before the start of a new fiscal year. Service rates are primarily composed of salary and benefits and any applicable indirect costs.</p>							
Home Energy Savings Program	Program Admin II (0.3 FTE)	\$31,055	\$32,607	\$34,238	\$35,950	\$37,747	\$171,597
<p>This position will serve as <u>Project Coordinator Multifamily</u> and will dedicate 0.3 FTE towards the implementation of the VCEEI Home Energy Savings Program. This position will be responsible for the planning, implementation, and evaluation of the program. This position will manage the day-to-day activities including leads and consultant oversight. Other responsibilities include managing program-level performance and providing program-level reporting.</p>							

MEASURE	CONTRACT	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Base salary for this position is typically \$103,515/yr. The position will receive a 5% cost of living increase in years 2-5. Salary reflects a per hour service rate for this classification and is adopted once a year before the start of a new fiscal year. Service rates are primarily composed of salary and benefits and any applicable indirect costs.							
Home Energy Savings Program	Program Admin III (0.3 FTE)	\$37,104	\$38,960	\$40,908	\$42,953	\$45,101	\$205,026
This position will serve as <u>Project Coordinator Single Family</u> and will dedicate 0.3 FTE towards the implementation of the VCEEI Home Energy Savings Program. This position will be responsible for the planning, implementation, and evaluation of the program. This position will manage the day-to-day activities including incentive pipeline development and contractor management and oversight. Other responsibilities include managing program-level performance and providing program-level reporting. Base salary for this position is typically \$123,682/yr. The position will receive a 5% cost of living increase in years 2-5. Salary reflects a per hour service rate for this classification and is adopted once a year before the start of a new fiscal year. Service rates are primarily composed of salary and benefits and any applicable indirect costs.							
Home Energy Savings Program	Senior Program Admin (0.3 FTE)	\$35,897	\$37,692	\$39,576	\$41,555	\$43,633	\$198,353
This position will serve as <u>Project Administrator</u> and will dedicate 0.3 FTE towards the implementation the VCEEI Home Energy Savings Program. This position will be responsible for administrative tasks like reporting requirements, budget oversight and analysis, and quality assurance protocols. Ensures that project action items and deliverables are met and provides final oversight of all project level activities and decisions. Base salary for this position is typically \$119,656/yr. The position will receive a 5% cost of living increase in years 2-5. Salary reflects a per hour service rate for this classification and is adopted once a year before the start of a new fiscal year. Service rates are primarily composed of salary and benefits and any applicable indirect costs.							
Home Energy Savings Program	Deputy Executive Officer (0.1 FTE)	\$20,890	\$21,935	\$23,031	\$24,183	\$25,392	\$115,431
This position will serve as Project Supervisor and will dedicate 0.1 FTE towards the implementation of the VCEEI Home Energy Savings Program. This position will be responsible for Oversight of overall program design, development activities, budgets, metrics, and energy savings estimates. Base salary for this position is typically \$208,902/yr. The position will receive a 5% cost of living increase in years 2-5. Salary reflects a per hour service rate for this classification and is adopted once a year before the start of a new fiscal year. Service rates are primarily composed of salary and benefits and any applicable indirect costs.							
eBike Incentives	Management Analyst II	\$19,657	\$20,640	\$21,672	\$22,755	\$23,893	\$108,617
This position will serve as the eBike Incentives Project Manager and dedicate 0.1 FTE towards the implementation of the VCEEI eBike Incentives program. The position will be responsible for the overall program design, development activities, budgets, metrics, and energy savings estimates; and stakeholder outreach and coordination. Base salary for this position is typically \$196,569, with 10% of their time dedicated to this initiative in year one and 5% of their time dedicated to the position in years 2-5. Salary reflects a per hour service rate for this classification and is adopted once a year before the start of a new fiscal year. Service rates are primarily composed of salary and benefits and any applicable indirect costs.							
eBike Incentives	Program Admin II	\$70,223	\$73,734	\$77,421	\$81,292	\$85,356	\$388,026
This position will serve as the eBike Incentives Project Coordinator and dedicate 0.5 FTE towards the							

MEASURE	CONTRACT	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
<p>implementation of the VCEEI eBike Incentives program. This position will be responsible for the planning, implementation, and evaluation of the program. This position will manage the day-to-day activities. Other responsibilities include managing program-level performance and providing program-level reporting, maintaining relationships and coordination with all partners, and scheduling and drafting agendas for status meetings.</p> <p>Base salary for this position is typically \$140,447, with 50% of their time dedicated to this initiative over the course of the 5-year project period. Salary reflects a per hour service rate for this classification and is adopted once a year before the start of a new fiscal year. Service rates are primarily composed of salary and benefits and any applicable indirect costs.</p>							

FRINGE BENEFITS

YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
\$129,255	\$135,716	\$142,501	\$149,628	\$157,110	\$714,210
<p>Fringe benefits are calculated at 35.83% of salary/wages for positions listed above and the amount of time they will dedicate to implementing the VCEEI program. Fringe benefits include public employee retirement, social security Medicare, worker's compensation, health/group insurance, dental/vision insurance, unemployment insurance, sick leave, and vacation.</p>					

TRAVEL

MEASURE	TRAVEL	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Home Energy Savings Program	Travel to annual Building Energy Efficiency Conference	-	\$1,650	\$1,650	\$1,650	\$1,650	\$6,600
<p>Funding will be used to send one staff to the annual Building Energy Efficiency Conference in years 2-5 of the grant program. Given location of the event is unknown at the time of the application travel costs were estimated based on previous county staff travel to similar events. Costs include an annual registration fee of \$500 for each year; \$500 airfare round trip for each year; hotel cost for 2 nights at \$250/night; ground transportation for 2 days' worth of travel to and from event totaling \$75 dollars per year; and \$75 dollars per year for food expenses. All travel expenses will follow County of Ventura policies and expense limits. A County approved credit card will be used to only make allowable purchases.</p>							
eBike Incentives	California Bicycle Summit	-	\$3,350	\$3,350	\$3,350	-	\$10,050
<p>Travel for staff to attend three California Bicycle Summit. Attending the event will help staff learn more about the California eBike incentives program; to learn and replicate best practices about retailer onboarding and training, community-based organization (CBO) outreach and community engagement and help with the design of project trainings and resources.</p> <p>Given location of the event is unknown at the time of the application travel costs were estimated based on previous county staff travel to similar events. Costs include an annual registration fee of \$500 for each participant (2) per year; \$500 airfare round trip for each year per participant (2); hotel cost for 2 nights at \$250/night for each participant (2) per year; ground transportation for 2 days' worth of travel to and from event totaling \$75 dollars per year for each participant (2); and \$75 dollars per year for food expenses for each participant. All travel expenses will follow County of Ventura policies and expense limits. A County approved credit card will be used to only make allowable purchases.</p>							

EQUIPMENT

MEASURE	EQUIPMENT	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
EV Blueprint Implementation	EV Equipment (DCFC/L2 port, network, BEVs)	\$1,014,100	\$3,069,900	\$926,900	\$176,400	\$1,356,200	\$6,543,500
<p>Through a competitive procurement process, the following will be purchased:</p> <p>8 BEV Sedans will be purchased at a cost of \$36,000 per vehicle. These BEV Sedans will be used to transition the existing dial-a-ride service fleet throughout the County that predominantly service LIDACs.</p> <p>14 BEV SUV's will be purchased at a cost of \$56,000 per vehicle. These BEV SUV's will be used to transition the existing dial-a-ride service fleet throughout the County that predominantly service LIDACs.</p> <p>1 EV Truck will be purchased at a cost of \$65,000 per vehicle. This EV Truck will be used to transition the existing dial-a-ride service fleet throughout the County that predominantly service LIDACs.</p> <p>5 Cutaway Electric Vans will be purchased at a cost of \$360,000 per vehicle. These Cutaway Electric Vans will be used to transition the existing dial-a-ride service fleet throughout the County that predominantly service LIDACs.</p> <p>Through a competitive procurement process, the following equipment will be purchased in support of deploying 184 EV Charging Stations across Ventura County.</p> <p>Installation of 323 Level 2 Dual Ports at a unit price between \$9,800 - \$14,000/unit, depending on charging station provider, and \$100,000/unit for off grid chargers with solar and battery storage for locations lacking infrastructure. The unit price includes the cost of the 2 ports, 5 years network, warranty, and maintenance fees.</p> <p>5 of Level 2 Single Ports at a unit price of \$4,900/unit which includes the cost of the 1 port, 5 years network, warranty, and maintenance fees.</p> <p>4 of Level 1 Dual Ports at a unit price of \$9,800/unit which includes the cost of the 2 ports, 5 years network, warranty, and maintenance fees.</p> <p>30 of DC Fast Charging Ports at a unit price of \$85,000/unit which includes the cost of the 2 ports, 5 years network, warranty, and maintenance fees.</p> <p>EV charging ports and vehicles are necessary to meet the GHG reduction emission goals at both the Federal and State level. All costs were derived based on informational quotes and experience deploying EV installations within Ventura County. Equipment budget per site location can be found here.</p>							

SUPPLIES

MEASURE	SUPPLIES	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
EV Blueprint Implementation	Outreach materials	\$3,500	\$3,500	\$3,500	\$3,500	\$3,500	\$17,500
<p>Outreach material to increase participation expenses include: 1) Participation fees like booth fees or; 2) small event expenses like purchasing giveaways related to EV benefits. No specific materials were identified at the time of application, recycled, sustainable materials and cost-conscious items will be prioritized. Costs were derived based on similar incentive program scope and size run by the County.</p>							
T1 – EV Blueprint Implementation	Printing	\$2,000	\$2,500	\$2,500	\$2,000	\$2,000	\$11,000
<p>Printing expenses to increase public outreach to gather participation and increase awareness. Expenses include: 1)</p>							

MEASURE	SUPPLIES	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
small event expenses like purchasing facilitation materials like poster boards, notepads; and 2) printing material specific to outreach events banners, brochures, etc. No specific printing needs were identified at the time of application, recycled, sustainable materials and cost-conscious items will be prioritized. Costs were derived based on similar marketing material program scope and size run by the County.							
Home Energy Savings Program	Printing	\$1,500	\$1,500	\$1,000	\$1,000	\$500	\$5,500
Printing expenses to increase public outreach to gather participation and increase awareness. Expenses include: 1) small event expenses like purchasing facilitation materials like poster boards, notepads; and 2) printing material specific to outreach events banners, brochures, etc. No specific printing needs were identified at the time of application, recycled, sustainable materials and cost-conscious items will be prioritized. Costs were derived based on similar marketing material program scope and size run by the County.							
Home Energy Savings Program	Outreach materials	\$2,500	\$2,500	\$2,000	\$2,000	\$1,000	\$10,000
Outreach material to increase participation expenses include: 1) Participation fees like booth fees or; 2) small event expenses like purchasing giveaways related to bikes and bicycle safety. No specific materials were identified at the time of application, recycled, sustainable materials and cost-conscious items will be prioritized. Costs were derived based on similar incentive program scope and size run by the County.							
eBike Incentives	Printing	\$2,000	\$1,200	\$1,200	\$1,200	-	\$5,600
Printing expenses to increase public outreach to gather participation and increase awareness. Expenses include: 1) small event expenses like purchasing facilitation materials like poster boards, notepads; and 2) printing material specific to outreach events banners, brochures, etc. No specific printing needs were identified at the time of application, recycled, sustainable materials and cost-conscious items will be prioritized. Costs were derived based on similar marketing material program scope and size run by the County.							
eBike Incentives	Website	\$1,000	\$200	\$200	\$200	\$200	\$1,800
Some of target participant farmworkers do not have a written language, so some of the outreach will require video or audio files used as form of outreach or promotion. The above are estimated costs to host and store videos and files.							
eBike Incentives	Outreach materials	\$2,000	\$3,000	\$3,000	\$3,000	-	\$11,000
Outreach material to increase participation expenses include: 1) Participation fees like booth fees or; 2) small event expenses like purchasing giveaways related to bikes and bicycle safety. No specific materials were identified at the time of application, recycled, sustainable materials and cost-conscious items will be prioritized. Costs were derived based on similar incentive program scope and size run by the County.							

CONTRACTUAL

MEASURE	CONTRACT	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
EV Blueprint Implementation	EV Coach Contract	\$312,200	\$327,560	\$343,688	\$360,622	\$378,403	\$1,722,473
Ventura County will solicit competitive bids to procure consulting services to act as a full time EV Coach. This position will be responsible for managing the installation of the charging stations, assisting with providing technical assistance and expertise on additional charging station installations. Based on market research it is estimated the hourly rate is \$160/hour with an annual increase of 5%. It is estimated this position will spend 1920 hours annually working on this project and will receive a \$5,000 budget for coach milage to conduct site visits.							
EV Blueprint	EV Construction	\$3,490,176	\$3,115,842	\$1,511,583	\$878,333	\$669,767	\$9,665,701

MEASURE	CONTRACT	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
Implementation	Contract (permit, engineering, installation)						
Ventura County will solicit competitive bids to procure consulting services to conduct EV Planning Activities (engineer drawings and permitting) and Implementation (SCE meter to Stubout and Installation of EV equipment plus a 10% contingency). Costs were derived based on similar scope and size EV implementation projects within Ventura County. Construction budget per site location can be found here.							
Home Energy Savings Program	Contract for Program Oversight and Incentive admin	\$211,750	\$187,332	\$198,516	\$210,427	\$267,663	\$1,075,688
Competitively procure for a quality assurance/control contract for HES program overall. This contract will confirm savings analysis for reporting; inform program design such that energy savings and cost-effective goals and targets are projected to be met; provide technical and consulting support based upon identified and ongoing needs and support data security needs. In addition to overall project oversight and incentive administration support. Costs were derived based on existing implementation of the HES Single Family Program.							
Home Energy Savings Program	Contract for MF Quality Assurance/Control and Program Delivery	\$133,500	\$140,175	\$147,184	\$154,543	\$162,270	\$737,672
Competitively procure for a quality assurance/control contract for HES Multi-Family Housing (MFH). This contract will help provide project oversight and project pipeline management; to ensure all required steps are completed and requirements are met. Technical services; property specific, customized, and high-quality technical assistance for retrofit projects; available to property owners, design teams, contractors and/or engineers. In addition to overall quality assurance and assessments of multi-family projects. Costs were derived based on existing implementation of the HES MFH projects.							
Home Energy Savings Program	Contract for HES SF project submittals, QA/QC, Education and Training	\$154,578	\$170,036	\$187,039	\$205,743	\$226,318	\$943,714
Competitively procure for a quality assurance/control contract for HES Single Family Housing (SFH). This contract will help provide project oversight, process project submittals, Quality assurance and quality control of the program, education and training of contractors and project management support. SFH requires the recruitment, onboarding, and management of sufficient aggregators/contactors to achieve energy savings goals and provide ongoing training and technical support to achieve program success. Provide cost effectiveness forecasts; support studies or program evaluations. Supports with data acquisition and access through utilities, and regulatory avenues. Costs were derived based on existing implementation of the HES SFH projects.							
eBike Incentives	eBike Incentives Implementation Consultant	\$486,532	\$286,532	\$283,550	\$300,203	\$408,406	\$1,765,222
Ventura County will solicit competitive bids to procure consulting services to help implement the eBike Incentives Program. The Consultant will provide implementation support by figuring out logistics for program implementation. This includes choosing the retailers for the eBike vouchers, GHG emission calculations, survey and eligibility creation, and support in creating marketing materials. Consultant costs were developed to include labor and expenses based on existing incentives program launch and operations.							
eBike Incentives	Community Based	\$50,000	\$100,000	\$100,000	\$100,000	\$30,000	\$380,000

MEASURE	CONTRACT	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
	Organizations Incentives Promotion						
<p>eBike incentives will give this project the opportunity to engage with historically marginalized communities in the planning and implementation of the project. Staff will utilize CBOs and non-profits who work with the LIDACs in the County to facilitate meaningful engagement with these communities. Existing contracts with CBOs by other county agencies were compared to come up with estimated budget. Additionally, with our target being the farmworker community, we also need to facilitate interpretation and translation as needed. The county has employees that have passed a certification and are trilingual and can offer services, in English, Spanish, Mixteco, Zapoteco and Purépecha. So, when possible, these resources will be leveraged. CBO time will be compensated so they can assist with creating marketing materials, translate bike safety and eBike information, provide input on program delivery and design and attend community events to promote the Bike incentive program and educating the community on bike safety and benefits of biking.</p>							

OTHER

MEASURE	OTHER	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
EV Blueprint Implementation	EV Blueprint - Regional Charging Station Plan Update Community Events	-	\$25,000	\$50,000	\$25,000	-	\$100,000
<p>Funds will be spent hosting annual energy champion meetings to support community engagement and participation in EV deployment to review and solicit feedback on the EV Ready Blueprint Interactive Map and coordination of where EV Infrastructure should be prioritized next. Costs were derived based on previous energy champion meetings hosted by the County and VCREA. Costs include materials and space.</p>							
EV Blueprint Implementation	Events (NDEW, DEEM, Clean Air Day)	\$30,000	\$30,000	\$30,000	\$30,000	\$30,000	\$150,000
<p>This will provide support for events, such as Clean Air Day, hosted by County of Ventura and VCREA. The Clean Air Day Summit hosted by Gold Coast Transit District, Drive Electric Earth Month, National Drive Electric Week events hosted by VCREA, Earth Day events hosted by various City agencies, and farmers market events. The County will leverage these events to promote CPRG-I projects to ensure maximum enrollment and engagement. Costs were derived from previous outreach and engagement events involving County and VCREA participation.</p>							
EV Blueprint Implementation	EVSE Training	\$25,000	\$50,000	\$50,000	\$50,000	\$25,000	\$200,000
<p>Cost will cover the registration fee for 4 Electric Vehicle Supply Equipment Field Technician Certification trainings to ensure the local workforce is able to install and maintain EVSE. Based on quotes received, the cost to enroll 15 individuals per training is \$52,000.</p>							
Home Energy Savings Program	Home Energy Savings Incentives	\$885,000	\$1,017,750	\$1,170,413	\$1,345,974	\$1,547,871	\$5,967,008
<p>Home Energy Savings (HES) provides energy efficiency programs for single family and multifamily properties. The</p>							

MEASURE	OTHER	YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
<p>current single family program model was launched in May of 2022, using a normalized metered energy consumption (NMEC) program design. For single family homes with one to four units located in Ventura County, the program offers contractor incentives for projects that save energy. There is no prescriptive measure list, but there must be an approved work paper for the installed measures. The program targets hard-to-reach customers with enhanced incentives. CPRG-I funding will allow this program to serve an additional 100 single family homes in year one, with a 5% increase in projects through years 2-5. In total, an additional 585 single family homes will receive incentives to decarbonize over the 5-year project period.</p> <p>The multifamily program, which launched in fall of 2021, is a multi-measure rebate program that provides no-cost technical assistance and incentives to multifamily property owners for making energy efficiency improvements to a property. Any upgrades that achieve greenhouse gas savings qualify for the program, and upgrades can be made in both common areas and in-unit. Enhanced incentives are available for underserved properties. The technical assistance includes services such as an energy bill analysis, support developing a project scope, and identifying other incentive programs a project may qualify for to help make a project even more affordable. CPRG-I funding will allow this program to serve an additional 111 multifamily units in year one, with a 5% increase in projects through years 2-5. 111 multifamily units equates to 6 projects which equals roughly 18.5 units per project. In total, an additional 610.5 multifamily units will receive incentives to decarbonize over the 5-year project period.</p>							
eBike Incentives	eBike Incentives	-	\$3,888,000	\$6,998,400	\$3,110,400	\$1,555,200	\$15,552,000
<p>Incentive amounts will range from \$1,500 to \$2,000 and prioritize farmworkers with an annual household income at or below 120% of the area median income or for those residing in a disadvantaged or low-income community based on CalEnviro Screen. An estimated 9,720 incentives will be disbursed over the 5-year project period.</p>							

INDIRECT COSTS

YEAR 1	YEAR 2	YEAR 3	YEAR 4	YEAR 5	TOTAL
\$36,327	\$38,144	\$40,051	\$42,053	\$44,157	\$200,732
VCREA and County Board Adopted Indirect Cost Rate = 10.07% for labor with salary increase.					