



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

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MEMORANDUM

TO: The Governing Board

FROM:  Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: October 2, 2013

SUBJECT: **Agenda Item VI(i): Consideration of resolution authorizing entering into a contract with ChargePoint for services related to the electric vehicle charging stations at Marsh Street Park Project.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing entering into a contract with ChargePoint for services related to the electric vehicle charging stations at Marsh Street Park Project.

Background: The Marsh Street Park (Phase II) project is currently under construction. The park will include a variety of improvements to a three-acre site, including a picnic shelter, landscaped walking and nature trails with health and fitness stations, restroom building and storage shed, picnic tables, community gathering and outdoor classroom area, free-play meadow and native habitat to treat on-site stormwater, and parking for forty-three cars. During the permitting and review process, the City of Los Angeles Green Building Department required that we add two electric vehicle charging stations, which can serve up to three vehicles, to the project plans.

Staff researched and reviewed three major vendors in the electric vehicle charging station and services market. These vendors included ChargePoint, Blink and Millbank. Taking into consideration equipment costs, ongoing annual fees, unknown demand for chargers at the park, and the changing technology, ChargePoint was determined to be the best value. Their work product and professional qualifications of ChargePoint have proven that ChargePoint's products and services will be more satisfactory and economical for MRCA purposes than those of other firms. Awarding of contract is in compliance with MRCA contracting and purchasing procedures, namely Section 3.5 Sole Source Contracts.

Per the service contract, ChargePoint will provide the accounting software to receive user fees from each unit, as well as reimburse MRCA a percentage to cover expended electricity costs to operate the units. ChargePoint is the largest network of independently owned charging stations in the world. They offer Web-based

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services which will allow MRCA and ChargePoint to track station usage and energy costs, set pricing if rates should change, and process payments.