

REPORT / RECOMMENDATION



To: MAYOR AND COUNCIL

Agenda Item #: IV. F.

From: Ross Bintner P.E.
Environmental Engineer

Action
Discussion
Information

Date: June 4, 2013

Subject: Agreement with Minnesota Pollution Control Agency for Grant and to Purchase an Electric Vehicle.

Action Requested:

Accept Grant, Authorize Mayor to Sign Grant Agreement Between the Minnesota Pollution Control Agency and the City of Edina and Authorize Purchase of an Electric Vehicle.

Information / Background:

Staff applied for a grant to complement the proposed purchase of a new vehicle for the Engineering Department under Capital Improvement Plan item ENG-13-019. The application was successful and the City was awarded \$5,000 toward the purchase of an all-electric vehicle.

The City owns a variety of electric vehicles including golf carts and Zamboni, but if approved, this will be first electric vehicle in the road fleet. This grant presented an opportunity to meet increased vehicle demands in the Engineering department, evaluate a new technology and promote sustainability goals outlined in Chapter 10 of the Comprehensive Plan that imagine a "green fleet."

Grant Information

Eligible projects for the local air pollution grant included installation of electric car charging stations, purchase of electric vehicles, implementation of route optimization software, development of a fleet management plan to increase average fuel economy, or targeted education to institutionalize performance tracking systems and driving habits. Grant funds of \$75,000 were available, with maximum grant awards of \$5,000. The successful grant application for the purchase of an electric vehicle is attached, and the work plan is made part of the contract with the State. The work plan commits the City to purchasing an electric vehicle, commissioning a stylized partial vinyl wrap, creating a web page and tracking and communicating costs and benefits of operations.

Purchase Information

The fleet manager has reviewed state and federal joint purchasing contracts and electric vehicles were unavailable using these purchasing methods. Three quotes were received for local auto dealerships:

<u>Company</u>	<u>Quote</u>
1. Kline Nissan (Leaf)	\$27,700.00
2. Feldman's Nissan (Leaf)	\$30,452.00
3. Metropolitan Ford (Focus)	\$40,673.25

The low quote was for \$27,700 with additional tax and fees of approximately \$2,375. An estimate for the stylized vinyl wrap is \$700. \$30,775 total costs are expected or \$25,775 after grant revenue with approval of this item. Delivery could range from 30-90+ days depending on availability.

Policy Information

Related Comprehensive Plan policy descriptions include:

- 10.2 Reduce greenhouse gas emissions
- 10.7 Importance of fleet in City energy diet
- 10.10 Importance of vehicle use to air quality

Related Comprehensive Plan environmental goals include:

- 10.2.C.8 Increase average fuel efficiency of municipal fleet
- 10.2.C.12 Public education on sustainability topics
- 10.3.4 Lead by example in conserving energy in city fleet

Attachments:

- Grant Application
- Grant Agreement



Minnesota Pollution Control Agency

520 Lafayette Road North
St. Paul, MN 55155-4194

Attachment A: Application for Local Government Air Pollutant Emissions Reduction Projects

Instructions on how to complete the application are located on the last page of this application form. **Please read** the Request for Proposals (RFP) before submitting this application.

Part I Applicant / Project Information

Applicant name
(city, township,
county):

City of Edina

Project title: Electric Vehicle Purchase

Project summary (limited to 1000 characters): The City of Edina has taken a leadership role in energy efficiency and greenhouse gas reduction in City operations. This grant will enable the City to upgrade the purchase of a standard pool vehicle to an electric vehicle. City vehicles are highly visible in the community and this will be the first on-the-road electric vehicle in the City fleet. The vehicle will be styled to draw attention to the alternative fuel source using a partial vinyl wrap to better serve as a demonstration of technology through its presence in the community. Community engagement and education will be enhanced and through reporting operating and maintenance costs on the City website. Experience from this grant will inform future city fleet purchase decisions.

Project type

- A. Installation of electric vehicle charging station(s) for fleet or public use.
- B. Purchase of a plug-in electric vehicle or plug-in gas/electric hybrid vehicle for fleet use.
- C. Implementation or enhancement of route optimization software for snowplows, street sweepers or other vehicles.
- D. Development of a fleet plan for increasing the average fuel economy.
- E. Education of employees, including developing a performance tracking system for efficient driving habits, including idling reduction.

Part 2 Experience and Qualifications

2a. Applicant's experience/qualifications:

Purchase of a new vehicle, tracking ongoing maintenance and operation expense and sharing results on the City of Edina website are routine functions of City staff and not proposed as grant reimbursable expenses or match.

2b. If applicable, significant participant(s)/partners experience/qualifications:

Part 3 Project Work Plan

3a. Attach a project work plan (use format provided in Instructions, below) and Budget (Attachment B).

3b. Attach a projected environmental outcomes table (use format provided in Instructions, below).

Part 3 Project Work Plan

Task 1: Purchase Electric Vehicle (EV)

Description: City fleet manager will purchase new Nissan Leaf and commission a stylized partial vinyl wrap that draws attention to the Edina EV web presence.

Timeframe: June 2013

Person(s) Responsible: Fleet Manager

Task 2: Track 3-year Cost of Operation

Description: City fleet manager will track total cost of operation and maintenance

Timeframe: June 2013 – June 2016

Person(s) Responsible: Fleet Manager

Task 3: Web Presence

Description: Restyle www.edinagreen.org or new domain with EV content and progress report on this grant with links to other City sustainability initiatives such as the Home Energy Squad and Edina Emerald Energy Program.

Timeframe: June 2013 – June 2016

Person(s) Responsible: Environmental Engineer

Task 4: Evaluate and Report

Description: Report ongoing cost of operation, environmental benefit and ability of car to meet user needs on City website. Produce final report to grant authority that includes metrics on cost/benefit and environmental services as well as narrative describing user and community feedback received during the course of the 3 year reporting period.

Timeframe: June 2016

Person(s) Responsible: Environmental Engineer

Projected Environmental Outcomes

Project type	Estimated fuel reduction (gal. of gas per yr.)	Estimated GHG reduction (lb of CO2 equiv/ yr.)	Estimated economic savings (total dollars) *5 year
Electric Vehicle	535.7	5,583	\$6371
Track and share results via website	-	-	-

Estimate summary attached; "Alternative Vehicle Decision Tool."

Part 3b Project Budget Summary – See Attachment B for detail.

Task 1: Purchase Electric Vehicle

GRANT: \$5000

MATCH: \$26,745.20 + \$700.00

Task 2: Track 3-year Cost of Operation

GRANT: \$0

MATCH: \$0

ADD'L IN-KIND: 8 hrs/year

Task 3: Track 3-year Cost of Operation

GRANT: \$0

MATCH: \$0

ADD'L IN-KIND: 16 hrs/year

Task 4: Evaluate and Report

GRANT: \$0

MATCH: \$0

ADD'L IN-KIND: 8 hrs/year in first 2 years, 16hrs in year 3.

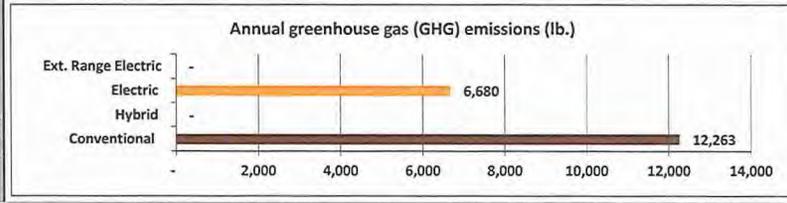
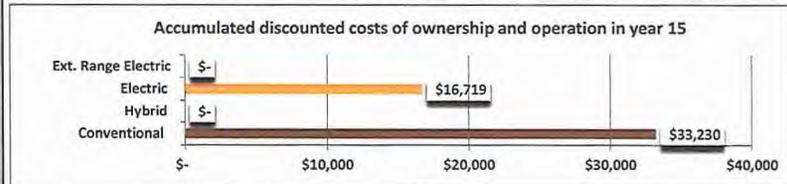
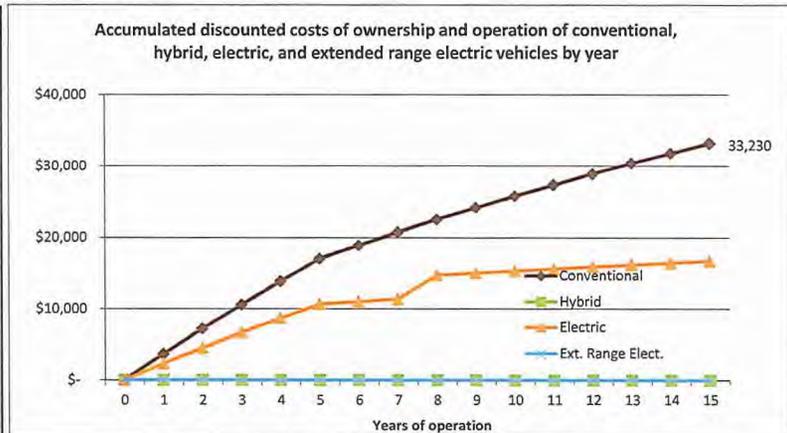
Alternative vehicle decision tool



Enter appropriate values in the yellow cells. As you enter your data, note on the graph which type of vehicle has low accumulated discount costs in a particular year of operation (the lower line means cheaper). This spreadsheet is designed for sensitivity analysis—changing variables to determine the effects of these changes. Try different values in the yellow cells, such as purchase price of the vehicle and how many miles you expect to drive per year, and see what effect they have on cost and greenhouse gas (GHG) emissions.

This tool downloaded from the University of Minnesota Extension publication, Should I buy an alternative vehicle?, at extension.umn.edu/energy/vehicle.

	Conventional vehicle	Hybrid vehicle	Electric vehicle	Extended range electric
Car pricing and performance assumptions				
Negotiated Purchase Price (plus charging station)	\$ 24,000		\$ 31,745	
Down payment (if financed) or total purchase price	\$ -		\$ -	
Months of car loan	360		360	
Interest rate on car loan	4.50%		4.50%	
Income tax credits for hybrid, electric, and charging station		\$ -	\$ -	
Cost of battery service assumed in year 8			\$ 4,000	
Miles per gallon of gasoline	28			
Miles per kilowatt-hour of electricity			4.0	
Expected miles per year	15,000			
Annual miles from grid electricity (less or equal to above figure)				
Gasoline and electricity prices, greenhouse gas (GHG) emissions rates, and discount rate				
Gasoline (E10) price for life of car	\$3.75			
Additional cost of premium gasoline per gallon	\$0.25	(Affects fuel cost of extended range electric only)		
Electricity price (grid) per kWh for life of car	\$0.1150			
Gas engine maintenance per 3000 miles	\$60.84			
Personal discount rate applied to costs	3.50%			
GHG emissions per MWh of electricity (tons)	1781.44	Pounds per MWh	(See ElectricGHG tab below)	
GHG emission per gallon of gasoline (E10)	22.89	Pounds per gallon		
Monthly payments, gas usage and GHG emissions in first five years				
	Conventional vehicle	Hybrid vehicle	Electric vehicle	Extended range electric
Monthly car payments (if financed)	\$ 121.60	#NUM!	\$ 160.85	#NUM!
Monthly opportunity cost of down payment or purchase	\$ -	\$ -	\$ -	\$ -
Average monthly gasoline payments	\$ 167.41	#DIV/0!	\$ -	#DIV/0!
Average monthly engine maintenance costs	\$ 25.35	\$ 25.35	\$ -	\$ 25.35
Average monthly electrical payments	\$ -	\$ -	\$ 35.94	#DIV/0!
Monthly costs (ownership, fuel, engine maintenance)	\$ 314.37	#NUM!	\$ 196.79	#NUM!
Difference in monthly payments in first 5 years vs. conventional		#NUM!	\$ (117.58)	#NUM!
Annual greenhouse gas (GHG) emissions				
Annual gasoline usage (gal.)	535.7	#DIV/0!		#DIV/0!
Annual electricity usage from grid (kWh)			3,750	#DIV/0!
Annual GHG emissions from gasoline usage (lb. of CO2 equiv.)	12,263	#DIV/0!		#DIV/0!
Annual GHG emissions of electricity source (lb. of CO2 equiv.)			6,680	#DIV/0!
Total Annual GHG emissions (lb. of CO2 equivalent)	12,263	#DIV/0!	6,680	#DIV/0!
Annual GHG reduction in metric tonnes per year		#DIV/0!	2,532	#DIV/0!
Effective CO2 tax charged to self by owning alternative vehicle per metric tonne		#NUM!	(46)	#NUM!



**STATE OF MINNESOTA
GRANT CONTRACT**

This Grant Contract is between the State of Minnesota, acting through its Commissioner of the **MINNESOTA POLLUTION CONTROL AGENCY** ("State" or "MPCA"), 520 Lafayette Road North, St. Paul, Minnesota 55155, and the **CITY OF EDINA**, 4801 West 50th Street, Edina, MN 55424-1394, ("Grantee").

Recitals

1. Under Minnesota Statute § 116.03, subd. 2, the State is empowered to enter into this grant.
2. The State is in need of the City of Edina to purchase an electronic vehicle.
3. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant contract to the satisfaction of the State. Pursuant to Minnesota Statutes §16B.98 Subdivision 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Contract

1 Term of Grant Contract

- 1.1 **Effective date:** **May 6, 2013**, or the date the State obtains all required signatures under Minnesota Statutes §16C.05, subdivision 2, whichever is later.

The Grantee must not begin work under this grant contract until this contract is fully executed and the Grantee has been notified by the State's Authorized Representative to begin the work.

- 1.2 **Expiration date:** **June 30, 2014**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of Terms.** The following clauses survive the expiration or cancellation of this grant contract: Liability; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2 Grantee's Duties

The Grantee, who is not a state employee, will conduct the Project as specified by the duties described in **ATTACHMENT A**, which is attached and incorporated into this Grant Contract. The Grantee will have the option of submitting all required reports electronically or by mail.

3 Time

The Grantee must comply with all the time requirements described in this grant contract. In the performance of this grant contract, time is of the essence.

4 Consideration and Payment

- 4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant contract as follows:
 - (a) **Compensation.** The Grantee will be paid according to the breakdown of costs contained in the budget section of **ATTACHMENT B**.

- (b) **Travel Expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this Grant Contract will not exceed \$0.00; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the commissioner of Employee Relations. The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.

- (c) **Total Obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this Grant Contract will not exceed **\$5,000** (Five Thousand Dollars).

4.2. **Payment**

(a) **Invoices.** Upon execution of this Grant Contract the MPCA shall promptly pay the Grantee, after the Grantee presents an itemized invoice for work actually performed and the State's Authorized Representative accepts the invoiced work. Invoices must be submitted at least quarterly, and be received within 30 days from the end of each quarter. Invoices shall include:

- o Name of Grantee
- o Grantee Project Manager
- o Grant Amount
- o Grant Amount available to date
- o Invoice Number
- o Invoice Date
- o Purchase Order Number
- o MPCA Project Manager
- o State Grant Contract Number (SWIFT)
- o Invoicing Period (actual working period)
- o Subcontractor invoices, if applicable
- o Itemized labor (hourly breakdown), equipment

Invoices for work done through June 30th each year must be submitted by July 31 or the invoice may not be paid. Invoices shall be submitted to:

Minnesota Pollution Control Agency
Accounts Payable, 6th Floor
520 Lafayette Road
St. Paul, Minnesota 55155-4194

Or e-mail to: mpca.ap@state.mn.usH (subject line: Grantee Name, invoice number, and SWIFT number)

Invoices must be submitted timely.

5 Conditions of Payment

All services provided by the Grantee under this grant contract must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

6 Authorized Representative

The State's Project Manager for this project is **Fran Crotty**, 520 Lafayette Road North, St. Paul, MN 55155, 651-757-2297, fran.crotty@state.mn.us, or her successor, and has the responsibility to monitor the Grantee's performance and the authority to accept the services provided under this Grant Contract. The State's Project Manager must review all invoices prior to being signed by the State's Authorized Representative.

Grantee's Authorized Representative

The Grantee's Authorized Representative is **Wayne Houle**, City of Edina, 4801 West 50th Street, Edina, MN 55424-1394, 952-826-0443, whoule@ci.edina.mn.us, or his successor. If the Grantee's Authorized Representative changes at any time during this AGREEMENT, the Grantee must immediately notify the State.

Grantee's Project Manager

The Grantee's Project Manager is **Ross Bintner**, City of Edina, 4801 West 50th Street, Edina, MN 55424-1394, 952-903-5713, RBintner@EdinaMN.gov, or his successor. If the Grantee's Project Manager changes at any time during this AGREEMENT, the Grantee must immediately notify the State.

7 **Assignment, Amendments, Waiver, and Grant Contract Complete**

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant contract without the prior written consent of the State, approved by the same parties who executed and approved this grant contract, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant contract must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant contract, or their successors in office.
- 7.3 **Waiver.** If the State fails to enforce any provision of this grant contract, that failure does not waive the provision or the State's right to enforce it.
- 7.4 **Grant Contract Complete.** This grant contract contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant contract, whether written or oral, may be used to bind either party.

8 **Liability**

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant contract by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant contract.

9 **State Audits**

Under Minn. Stat. §16B.98, Subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10 **Government Data Practices and Intellectual Property**

- 10.1. **Government Data Practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, Minn. Stat. Ch. 13, as it applies to all data provided by the State under this grant contract, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant contract. The civil remedies of Minn. Stat. § 13.08 apply to the release of the data referred to in this clause by either the Grantee or the State.

If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2. **Intellectual Property Rights**

- (A) **Intellectual Property Rights:** All rights, title, and interest to all intellectual property rights, including all copyrights, patents, trade secrets, trademarks, and service marks in the WORKS and DOCUMENTS *created and paid for under this Grant Contract*, shall be jointly owned by the GRANTEE and the STATE. WORKS shall mean all inventions, improvements, or discoveries (whether or not patentable), databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes or disks, conceived, reduced to practice, created, or originated by the GRANTEE, its employees and subcontractors, either individually or jointly with others, in the performance of this Grant Contract. "DOCUMENTS" shall mean the originals of any databases, computer programs, reports, notes, studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether intangible or electronic forms, prepared by the GRANTEE, its employees, or subcontractors, in the performance of this Grant Contract. The ownership interests of the STATE and the GRANTEE in the WORKS and DOCUMENTS shall be equal. The party's ownership interest in the WORKS and DOCUMENTS shall not be reduced by any royalties or revenues received from the sale of the products or the licensing or other activities arising from the use of the WORKS and DOCUMENTS. Each party hereto shall, at the request of the other, execute all papers and perform all other acts necessary to transfer or record the appropriate ownership interests in the WORKS and DOCUMENTS.

(B) **Obligations**

- a. **Notification:** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time, or actually or constructively reduced to practice by the GRANTEE, including its employees and subcontractors, in the performance of this Grant Contract, the GRANTEE shall immediately give the State's Authorized Representative written notice thereof, and shall promptly furnish the Authorized Representative with complete information and/or disclosure thereon. All decisions regarding the filing of patent, copyright, trademark or service mark applications and/or registrations shall be the joint decision of the GRANTEE and the STATE, and costs for such applications shall be divided as agreed by the parties at the time of the filing decisions. In the event the parties cannot agree on said filing decisions, the filing decision will be made by the STATE.
- b. **Representation:** The GRANTEE shall perform all acts, and take all steps, necessary to ensure that all intellectual property rights in the WORKS and DOCUMENTS are the sole property of the GRANTEE and the STATE as agreed herein, and that no GRANTEE employee, agent, or contractor retains any interest in and to the WORKS and DOCUMENTS. The GRANTEE represents and warrants that the WORKS and DOCUMENTS do not and shall not infringe upon any intellectual property rights of others. The GRANTEE shall indemnify, defend, and hold harmless the STATE, at the GRANTEE's expense, from any action or claim brought against the STATE to the extent that it is based on a claim that all or part of the WORKS or DOCUMENTS infringe upon the intellectual property rights of others. The GRANTEE shall be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages including, but not limited to, attorney fees. If such a claim or action arises, or in the GRANTEE's or the STATE's opinion is likely to arise, the GRANTEE shall, at the STATE's discretion, either procure for the STATE the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing WORKS or DOCUMENTS necessary and appropriate to obviate the claim. This remedy shall be in addition to, and not exclusive of, other remedies provided by law.

(C) **Use of Works and Documents:** The STATE and GRANTEE shall jointly have the right to make, have made, reproduce, modify, distribute, perform, and otherwise use the WORKS, including DOCUMENTS produced under this Grant Contract, for noncommercial research, scholarly work, government purposes, and other noncommercial purposes without payment or accounting to the other party. No commercial development, manufacture, marketing, reproduction, distribution, sales or licensing of the WORKS, including DOCUMENTS, shall be authorized without a future written contractual agreement between the parties.

(D) **Possession of Documents:** The DOCUMENTS may remain in the possession of the GRANTEE. The STATE may inspect any of the DOCUMENTS at any reasonable time. The GRANTEE shall provide a copy of the DOCUMENTS to the STATE without cost upon the request of the STATE.

(E) **Survivability:** The rights and duties of the STATE and the GRANTEE, provided for above, shall survive the expiration or cancellation of this Grant Contract.

11 Workers' Compensation

The Grantee certifies that it is in compliance with Minn. Stat. § 176.181, subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

12 Publicity and Endorsement

12.1 *Publicity.* Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract.

12.2 *Endorsement.* The Grantee must not claim that the State endorses its products or services.

13 Governing Law, Jurisdiction, and Venue. Minnesota law, without regard to its choice-of-law provisions, governs this grant contract. Venue for all legal proceedings out of this grant contract, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

14 Termination

14.1 *Termination by the State.* The State may immediately terminate this grant contract with or without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

14.2 *Termination for Cause.* The State may immediately terminate this grant contract if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

14.3 *Termination for Insufficient Funding.* The State may immediately terminate this grant contract if:

- a) If funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

15 Data Disclosure

Under Minn. Stat. § 270C.65, Subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

1. STATE ENCUMBRANCE VERIFICATION

Individual certifies that funds have been encumbered as required by Minn. Stat. §§ 16A.15 and 16C.05.

Signed: _____

Date: _____

SWIFT Contract No: 61536

PO No.: 3000007409

2. CITY OF EDINA

The Grantee certifies that the appropriate person(s) have executed the grant contract on behalf of the Grantee as required by applicable articles, bylaws, resolutions, or ordinances.

By: _____

Title: _____

Date: _____

3. MINNESOTA POLLUTION CONTROL AGENCY

By: _____
(with delegated authority)

Title: _____

Date: _____

Distribution:
Agency
Grantee
State's Authorized Representative – On-Base Link

City of Edina

Project Title: Purchase of Electric Vehicle

Grantee Project Manager: Robb Bintner, PE, Environmental Engineer

Address: 4801 West 50th Street

City: Edina **State:** MN **Zip:** 55424

Phone #: 952-903-5713

E-mail: RBintner@EdinaMN.gov

Authorized Representative: Wayne Hould, Public Works Director/City Engineer

Address: 4801 West 50th Street

City: Edina **State:** MN **Zip:** 55424

Phone #: 952-826-0443

E-mail: whoule@ci.edina.mn.us

MPCA Project Manager: Fran Crotty

Title: Project Manager

Address: 520 Lafayette Road North

City: St. Paul **State:** MN **ZIP:** 55155

Phone #: 651-757-2297

E-mail: fran.crotty@state.mn.us

Project Work Plan

Task 1: Purchase Electric Vehicle (EV)

Description: City fleet manager will purchase new Nissan Leaf and commission a stylized partial vinyl wrap that draws attention the Edina EV web presence.

Timeframe: June 2013

Person(s) Responsible: City Fleet Manager

Task 2: Track Cost of Operation

Description: Will track the total cost of operation and maintenance until June 30, 2014. Plan to voluntarily track this information for an additional 2 years.

Timeframe: June 2013 to June 30, 2014

Person(s) Responsible: City Fleet Manager

Task 3: Web Presence

Description: Restyle www.edinagogreen.org or new domain with EV content and progress report on this grant with links to other City sustainability initiatives such as the Home Energy Squad and Edina Emerald Energy Program.

Timeframe: June 2013 to June 30, 2014

Person(s) Responsible: Environmental Engineer

Task 4: Evaluate and Report

Description: Report ongoing cost of operation, environmental benefit and ability of car to meet user needs on City website. Produce final report to MPCA that includes metrics on cost/benefit and environmental services as well as narrative describing user and community feedback received until June 30, 2014. Plan to voluntarily track and report this information for an additional 2 years.

Timeframe: June 30, 2014

Person(s) Responsible: Environmental Engineer

Project Evaluation and Report

Provide final document to MPCA required per the grant application for final project submittal and provide results on electric vehicle purchase and how this purchase provides positive impacts to reducing emissions and protect the environment.

Projected Environmental Outcomes

Project Type	Estimated fuel reduction (gal of gas/diesel per yr.)	Estimated reduction in vehicle miles traveled/yr.	Estimated economic savings (total dollars)
Charging station(s)			
Electric Vehicle- Track and share results via website	535.7	5,583	\$6,371



Minnesota Pollution Control Agency

520 Lafayette Road North
St. Paul, MN 55155-4194

SWIFT Contract No.: 000000000000000000061536

Attachment B: Budget
for Local Government Air Pollutant Emissions Reduction Projects

GRANT REQUEST

Amount requested <i>(\$5,000 maximum or 75% of total cost, whichever is less)</i>	\$ 5000	+ Matching funds/value of In-kind <i>(25% minimum match required)</i>	\$27,445.20	= Total project cost:	\$32,445.00
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SUMMARIZED BUDGET BY COST CATEGORY

<i>Add rows as necessary for each Task provided in the Work Plan from Attachment A – Application</i>	Qty	Unit	I. Grant Funds	II. Match amount (Cash)	III. Match amount (In-kind)	IV. Total Budget
Task 1:						
Purchase Nissan Leaf	1	Each	\$5000.00	\$26745.20		\$31745.20
Partial Vinyl Wrap and Artwork	1	Each		\$700.00		\$700.00
Task 2-4:						
• Labor – Environmental Engineer	80	Hours			80 hours	
• Labor - Fleet Manager	32	Hours			32 hours	
Grand Total			\$5000.00	\$27,445.20	112 hours	\$32,445.20

MATCH INFORMATION

Nature of Match (cash or In-Kind)	Description: For In-Kind, describe For Cash, list source(s)	Amount/Value	Secured? (Y or N)
Cash – Purchase	Engineering Equipment Budget	\$26,745.20	Y
Cash – Purchase	Engineering Equipment Budget	\$700.00	Y
Staff Time	Public Work Personnel Budget	Add'l in-kind	Y

1. Applicant is the sole source of matching funds for the proposed project? Yes No
 If no, do the application materials identify secured matching funds? Yes No