



East Bay Community Energy's Kitchen Electrification Grant Application

East Bay Community Energy's Grant programs provide a means of funding innovative projects in the EBCE service area that serve a specific purpose. This grant cycle is focused on the promotion of kitchen electrification in commissary or community kitchens in EBCE's service area.

Background

East Bay Community Energy ("EBCE"): EBCE is a Joint Powers Authority ("JPA") formed on December 1, 2016. EBCE launched Phase I of its service implementation with commercial, industrial, and municipal accounts on June 1, 2018. Phase II for residential accounts was launched November 1, 2018. Phase III was launched in April of 2019 and enrolled all Net Energy Meter ("NEM") customers. Since its formation, the JPA has consisted of the County of Alameda and all but three of its cities. These include the City of Alameda which has its own municipal utility, and the cities of Newark and Pleasanton. In 2019, the cities of Newark and Pleasanton formally joined EBCE's JPA, along with the City of Tracy in neighboring San Joaquin County. Expansion of EBCE service to these cities (i.e., initial account enrollments) are scheduled to begin in 2021. EBCE currently serves over 550,000 customer accounts representing a population of over 1.3 million people, 50,000 businesses, and approximately 6,100 gigawatt hours ("GWh") of annual load. By 2022 EBCE estimates it will serve an estimated 628,000 customer accounts across all jurisdictions representing a population of over 1.5 million people and a combined load of 7,200 GWh/year.

Buildings in California contribute to roughly half of all greenhouse gas emissions. Much of this is associated with the onsite consumption of natural gas. To help achieve climate goals established by many of East Bay Community Energy's (EBCE) member agencies, EBCE is committed to accelerating the transition away from natural gas kitchen appliances and towards efficient electric alternatives which can be powered by EBCE's low carbon electricity product.

High quality and efficient electric technology exist for use in commercial kitchens, but commercial kitchens in particular have been slow to transition. Despite induction technology outperforming natural gas on many relevant metrics (including speed, control, and safety), many commercial chefs retain the misperception that natural gas equipment is superior to electricity in their kitchens.

In order to promote increased exposure to electric kitchens, EBCE is offering grant funding for community or commissary kitchens in our service area to fund the transition away from natural gas appliances to efficient electric alternatives.

Objectives

Technologies Considered



With this grant program, EBCE seeks to support commissary kitchens with either partial or full kitchen electrification. Induction ranges in particular have been perceived as a major barrier to achieving kitchen electrification, and EBCE is requiring at least one induction range conversion to be considered eligible for funding. The applicant is encouraged to propose other kitchen electrification measures, including stoves, stock pots, woks, and / or electric fryers. Converting appliances from natural gas to electricity is encouraged. A list of eligible technology has been provided as an attachment to this solicitation, but the applicant is not restricted to selecting technologies on that list. All technology proposed must meet EnergyStar minimum requirements, and / or should have a UL or NSF rating.

Outreach and Technology Awareness

Proposals which have potential to expose the highest number of kitchen users to electric appliances will score higher in the evaluation process. EBCE is interested in understanding the applicants strategy for increasing utilization of induction ranges and other electric kitchen equipment; thus, applicants are requested to provide detail on the utilization scenarios, including any policies or practices the kitchen intends to put in place to promote use of the technology. Additionally, EBCE welcomes proposals from applicants for how these electrified spaces can be used to promote kitchen electrification outside of day to day usage. Examples could include allowing EBCE use of the space for community awareness events, specific proposals for events using the space, and / or chef specific events geared at raising awareness among the chef community at large. For these co-marketing or event proposals, EBCE is open to separate cost share outside of this grant funding opportunity.

Project Co-Benefits

A proposed project may offer benefits to the EBCE ratepayers that have not been identified here or are adjacent to the kitchen electrification. Such co-benefits could include services the site provides to the community, such as discounted meals, community gathering space, energy education, or reduction of greenhouse gas emissions not directly address via kitchen electrification. The applicant is encouraged to identify any potential co-benefits in the application package.

Award Information

Grant funding is eligible to be used for all costs associated with implementing this project, including:

- Cost of kitchen equipment (appliances, any necessary cookware replacements)
- Contractor fees (including costs for parts, labor, and design)
- Permit fees

Grant funds cannot exceed total project costs. Applicants are encouraged to identify any cost-share, either cash contributions to the total project cost, in-kind contributions (such as space rental for outreach events), or funding leveraged from other sources (utility rebates, grants and loans, etc.)



There is a total funding amount of \$160,000 available for this program. EBCE expects to fund up to four kitchen electrification projects but reserves the right to award funding to one project. Applicants will be scored based on the evaluation criteria, and applications will be carefully reviewed for completeness and accuracy.

Eligibility

The applicant must be a commissary or community kitchen located in EBCE's service area and the host site must be an EBCE customer in good standing. Applicants must be owners or representatives of the host site with decision making authority.

Applicants can apply in two categories: Full Electrification and Partial Electrification. EBCE reserves the right to award all funding to one applicant, or to fund multiple applicants. Eligible projects will include at least one natural gas to induction retrofit. Preference will be given to applicants that include only Energy Star or NSF / UL rated appliances (where no EnergyStar certification is available for that technology type.)

Responsibilities of Applicant

Under this project, the applicant will be responsible for implementing and managing the project. These responsibilities include, but are not limited to:

- Permitting
- Project design documents
- Contracting with and managing a construction firm
- Coordinating necessary inspections
- Allow site access during construction to EBCE for the purposes of developing marketing assets and reviewing project progress.

Responsibilities of EBCE

EBCE agrees to fund the total project cost and will provide technical support for projects at no cost to applicants. This technical support includes:

- Review of project design documents
- Assistance in identifying technology solutions for the kitchen
- Assistance in reviewing contractors bids (if applicable)
- Rate analysis to understand bill implications of proposed project
- Assist in development of training materials to facilitate chefs ease of use with new equipment

In addition to technical assistance outlined above, EBCE will help

Grant Disbursement

Up to 30% of the funds will be available as an advance upon execution of the grant agreement between the site host and EBCE. Subsequent funding will be disbursed on a milestone basis, and documentation will be required with invoices indicating that milestones have been met. If the project fails to be completed or the terms of the grant agreement are violated, applicants will be required to reimburse EBCE for all grant funding.



Grant Evaluation

Evaluation	Scoring
The proposed project site is in EBCE service area and the project site is currently enrolled in EBCE service (or can be opted in before construction begins).	Pass / Fail
Proposal includes the replacement of at least one natural gas range with an induction alternative	Pass / Fail
Application is complete and includes all requested information	Pass / Fail
<u>Project Suitability to Objectives</u> Number of chefs introduced to induction ranges Scope of kitchen electrification Applicable community co-benefits	60%
<u>Budget</u> Comprehensiveness and detail of budget Leverage or match provided	20%
<u>Implementation Plan</u> Detailed and realistic schedule	20%

Application Requirements

Applicant and Project Site Information

The applicant must provide their name and relationship to the project site, including evidence that the applicant is authorized to act on behalf of the proposed site. Site information should include the address, customer account number or service area ID (for verification of EBCE customer status), and years in operation. To facilitate evaluation of the project, applicants should also provide information on the lease or ownership structure of the facility; if the facility is leased, evidence that applicant is authorized to proceed with the project should be included (this could be in the form of a letter of support from the building owner). The project site should be described in detail, including the type of facility (commissary vs community kitchen), the number of users of the kitchen per month, and the services provided (for example, retail food production, catering, special events.)

Project Information



Applicants are encouraged to provide as complete and detailed information on the proposed project as possible. This should include the proposed appliance replacements, a detailed implementation plan with milestones identified, and a detailed budget with line item categories. A contractor bid is not required to be submitted as part of the application but will help in establishing project costs and timelines. EBCE has provided templates which can be used as reference when developing budget and schedule; the applicant does not need to use the provided templates if all requested information is included in the submission. Additional desired information on the site location includes square footage and age of building, floor plans and electric service information if possible (including single line diagrams, existing service panel capacity, capacity of PG&E service). The applicant should also provide information on the kitchen operations, as detailed above, and any other information that will assist EBCE in evaluating the project.

Kitchen Utilization and Outreach Plan

Applicants should include a proposal for how they will ensure installed equipment is used (in the case of partial electrification), including a training plan to help chefs familiarize themselves with new equipment. All applicants should include a projected number of chefs who will utilize the equipment on a monthly basis and any additional proposals for conducting outreach to the larger chef community or to the general public. Applicants are welcome to propose activities that may require additional funding; these will be evaluated for potential future partnerships. Additionally, EBCE requests assurance that our staff and / or consultants will be given reasonable access to the site during the project term.

Grant Agreement Review and Acceptance to Terms

All selected projects will be required to execute a Grant Agreement with EBCE. A sample agreement has been provided and submission of an application assumes acceptance with the agreement.

COVID Considerations

Under current State of California and County of Alameda guidance regarding the coronavirus epidemic, construction projects are allowed to move forward as long as precautions to mitigate transmission are observed. Documents released by the California Department of Industrial Relations (DIR) and the County of Alameda. Applicants should ensure any construction firm selected for the project understands and agrees to abide by best practices to mitigate transmission. Any visits by EBCE staff or consultants to the project site will be subject to such visits being allowed under current public health orders and EBCE staff agrees to follow best practice protocol for mitigating transmission.

Solicitation Timeline

Solicitation to be posted on the EBCE website by August 31, 2020. There will be two webinars to present the grant opportunity and answer questions. Questions may be submitted electronically to local-programs@ebce.org and an FAQ will be posted to the solicitation page on



EBCE's website. Responses will be posted as questions are received, but all questions must be received no later than October 9 at 5 pm.

Applications should be submitted electronically to EBCE via local-programs@ebce.org and are due October 16, 2020 by 5:00 PM. EBCE staff will select recipients of the grant award based on grant evaluation

Solicitation Schedule	
Solicitation Opens	September 1, 2020
Webinar #1	September 16, 2020 at 10 am
Webinar #2	September 22, 2020 at 1 pm
Final Day to Submit Questions	September 25, 2020
Application Due	October 16, 2020
Notification of Awards	October 30, 2020

Additional Attachments

EBCE Grant Agreement

List of Eligible Technologies

Sample Budget

Sample Schedule

[California Department of Industrial Relations Safe and Health Guidance on COVID-19 Infection Prevention in Construction](#)

[County of Alameda Small Construction Project Safety Protocol](#)