

**Program Handbook – Bear Ready Commercial**  
**Bear Valley Electric Service – Destination Make-Ready**  
**Pilot**

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Administered by:



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## A. INTRODUCTION

In March 2012, Governor Edmund G. Brown Jr issued an Executive Order B-16-2012 to help accelerate the market for zero-emission vehicles (ZEVs) in California and set a long-term goal of reaching 1.5 million zero emission vehicles on California's roadways by 2025. The executive order established milestones for three periods:

- By 2015, California's major metropolitan areas will be able to accommodate zero emission vehicles through infrastructure plans.
- By 2020, California's zero emission vehicle infrastructure will be able to support up to 1 million vehicles.
- By 2025, 1.5 million zero emission vehicles will be on California's roadways with easy access to infrastructure.

These milestones require mechanisms to install electric vehicle (EV) charging infrastructure quickly and effectively.

On October 7, 2015, Senate Bill (SB) 350, the Clean Energy and Pollution Reduction Act (Chapter 547, Statutes of 2015), was signed into law, establishing new clean energy, clean air and greenhouse gas reduction goals for 2030 and beyond. Among other things, SB 350 requires the California Public Utilities Commission (Commission), in consultation with the California Air Resources Board (CARB) and the California Energy Commission (CEC), to direct the utilities to undertake transportation electrification (TE) activities consistent with Public Utilities Code Sections (Pub. Util. Code §§) 237.5 and 740.12.1.

September 27, 2018 the Commission adopted the Settlement Agreement (Application No. 17-06-034) for Bear Valley Electric Service (A Division of Golden State Water) (hereinafter, BVES) Make-Ready Pilot.

Bear Ready Commercial is BVES destination make-ready pilot program intended to encourage and accelerate easy access to destination charging for the Big Bear tourism trade while also supporting the best interest of the Bear Valley Electric Service ratepayers. Under Bear Ready, BVES and/or a BVES contractor will install and maintain the entire electrical infrastructure needed for electric vehicle (EV) charging at local Big Bear businesses. Local businesses will need to provide EV chargers, meeting minimum program requirements, at their site and participate in an associated EV rate, either [TOU-EV-2](#) or [TOU-EV-3](#).

This Bear Ready Commercial Program Handbook (Program Handbook) details eligibility, program requirements and provides necessary definitions, explanations, and processes associated with the program requirements for commercial properties. The Program Handbook may be periodically updated as needed to clarify project requirements and improve program effectiveness. The Program Handbook, including any updates, will be posted on the Bear Valley Electric Service webpage at [https://www.bves.com/media/managed/bearreadydocuments/BVES\\_Bear\\_Ready\\_Commercial\\_Program\\_Handbook.pdf](https://www.bves.com/media/managed/bearreadydocuments/BVES_Bear_Ready_Commercial_Program_Handbook.pdf)

**Note to Applicants:** At the time an applicant submits a signed application for program participation, the most current Program Handbook available, as well as the Project Requirements signed by the applicant, will apply.

This document constitutes the Program Handbook for Bear Ready Commercial. Definitions of key program parameters are in Section E of this manual.

## **1. Bear Ready Commercial Program Overview**

Through Bear Ready Commercial, local Big Bear businesses can apply to have BVES and/or a BVES contractor design, permit, construct and operate the electrical make-ready infrastructure for up to 5 Level 2 EV chargers at their business. All Destination Make-Ready infrastructure will be paid for by BVES and installed by BVES. Participating businesses then select and pay for eligible EV chargers to have installed on the make-ready infrastructure allowing them to offer EV charging to visitors and residents of the Big Bear area. The EV chargers will have network capabilities using Vehicle Grid Integrated (VGI) communication protocols, such as Open Charge Point Protocol (OCPP), OpenADR 2.0b, and/or IEEE 2030.5 or greater. BVES will cover 2 years of networking costs as well.

Eligible businesses considered a general service “small business”, defined as those whose general power service monthly metered Maximum Demand is less than 20 kW, or as described in the BVES Schedule No. A-1, may apply for make-ready infrastructure supporting 1 to 5 Level 2 EV chargers. Eligible businesses not considered “small business” may apply for make-ready infrastructure supporting between 3 and 5 Level 2 EV chargers.

Following installation, participating businesses will need to keep the make-ready infrastructure in place for at least 10 years and the EV chargers in operational condition for a minimum of 2 years with an up time of 90% or greater. All participating businesses will have their EV chargers enrolled in one of two Time of Use-EV (TOU-EV) pilot rates designed to both minimize the impact to the local electrical grid, while encouraging use of the EV chargers.

Potential applicants can determine their eligibility through review of Section B of this Program Handbook, and by contacting the Center for Sustainable Energy (CSE) directly by email at [BearReady@energycenter.org](mailto: BearReady@energycenter.org) or by calling (800) 808-2837. Once an application is screened and approved, applicants will be notified of their selection by BVES.

Information about Bear Ready is also available to the public and other interested parties via the BVES webpage. The BVES webpage, [https://www.bves.com/efficiency-&-environment/BEAR\\_READY/](https://www.bves.com/efficiency-&-environment/BEAR_READY/), is operated and maintained by BVES, and includes an up-to-date list of eligible equipment models, participating electrical contractors, program applications, and all supporting documentation and forms applicable to the Bear Ready Commercial program.

## **B. Destination Make-Ready Eligibility**

### **1. Customer Type and Size**

- a.** Eligible customers are defined as those on a commercial tariff with a peak main meter service or an independent sub meter demand of less than 500kW.
  1. Commercial customers with a peak demand of less than 20kW may be eligible for a make-ready supporting between 1 and 5 Level 2 EV charger connectors.
  2. Commercial customers with a peak demand between 20kW and 500kW may be eligible for a make-ready supporting between 3 and 5 Level 2 EV charger connectors.
- b.** Be the property owner or an individual authorized by the site owner to apply on behalf of a qualified site.

### **2. Site Requirements**

Sites must meet the requirements listed below to be eligible for participation in Bear Ready Commercial.

- a.** Be located within and served electricity by **Bear Valley Electric Service**. Site address will be required during application process and CSE can terminate applications that do not meet required address validations.
- b.** Be well-lit, secure and in compliance with all federal, state and municipal laws, ordinances, rules, codes, standards and regulations.
- c.** Be one of the following site types:
  1. Resort – any non-residential property offering some combination of outdoor or indoor recreation, accommodation, and/or food.
  2. Hotel / motel – an establishment providing accommodations for travelers and tourists.
  3. Restaurant – a business where people pay to sit and eat meals that are cooked and served on the premises.
  4. Recreation facility - any non-residential property offering indoor or outdoor pursuits, entertainment, education or amusement.
  5. Grocery store – a store that sells food and household supplies.
  6. Retail - a group of retail and/or other commercial establishments that is planned, developed, owned and managed as a single-property.
- d.** Have off-street parking serving the main use of the site. The off-street parking

must be reasonably accessible from a point of power connection, and parking spaces available for Bear Ready Commercial must be clustered together.

- e. Be available to move forward in the Bear Ready Commercial program within a reasonable timeframe, if selected for participation.

## **C. APPLICANT DUTIES AND REQUIREMENTS**

### **1. Application Stage**

- a. Submit a Preliminary Service Request (PSR) to BVES.
- b. Submit a complete and accurate application, including all required documentation, for participation in Bear Ready Commercial before program funds are exhausted.
- c. Indicate parking spaces, meeting the site requirements, which are available for participation in Bear Ready Commercial. Dedicate one space per EV charger connector.
- d. Come to agreement with BVES on a make-ready design for the property. For small businesses, as defined previously, the make-ready must serve between 1 and 5 EV charger connectors. For all other eligible businesses, the make-ready must serve between 3 and 5 EV charger connectors.
- e. Provide a license, for an effective period of 10 years, to BVES and/or a BVES contractor to erect, construct, improve, reconstruct, repair, maintain and use the area covering the make-ready infrastructure.
- f. Purchase and provide one eligible EV charger for each parking space served by the make-ready infrastructure. The cost of the EV charger is the responsibility of the applicant, and the EV charger must be verified as eligible by BVES.
- g. If selected for participation in Bear Ready Commercial, complete enrollment in one of two available TOU-EV rates.

### **2. Participation Stage**

- a. Set EV charger pricing in such a manner as to maintain the TOU-EV price ratios.
- b. Maintain networking services (allowing for EV driver payment for usage, demand

response, data collection, etc.) to each EV charger for a period of at least 2 years after installation. BVES will reimburse the applicant for the cost of networking services for the first 2 years of service if the applicant provides a 2-year prepaid invoice.

- c. Allow random inspections of the make-ready infrastructure.
- d. Provide the right for BVES and/or a BVES contractor to acquire EV charger usage data directly from applicant's selected network service provider.
- e. Participate in ongoing research efforts to support the Bear Ready Commercial pilot program. Participation may include phone interviews, focus groups, and / or surveys to gather information on aspects of the Bear Ready Commercial program and EV driver response to the program.
- f. Commit to a minimum up time of 90% for any EV chargers placed on make-ready infrastructure.
- g. Submit EV charger station information to the [PlugShare](#), Google-maps, and Alternative Fuels Data Center [station locator tool](#) for all charging stations placed on Bear Ready make-ready infrastructure.

The applicant is responsible for ensuring the accuracy of the information on their application and required documentation submitted to CSE.

## **D. APPLICATION PROCESS**

### **1. Application and Installation Process**

To apply for participation in the Bear Ready Commercial pilot project, applicants can follow this simple process:

- a. Send in an interest email for preliminary eligibility review.
  - 1. Email your name, business name, service address, and interest in Bear Ready Commercial to [BearReady@energycenter.org](mailto: BearReady@energycenter.org) or mail a letter to: Center for Sustainable Energy, Attn: Bear Ready, 3980 Sherman Street, San Diego, CA 92110.
  - 2. Once the interest email or letter is submitted, CSE will review it to preliminarily determine eligibility.
  - 3. CSE will provide potentially eligible applicants with a full application form.



- b. Complete and send in a full application and supporting documents.
1. Complete a PSR and submit it to BVES.
  2. Complete the full application and submit it along with required supporting documents by mailing a copy to: Center for Sustainable Energy, Attn: Bear Ready, 3980 Sherman Street, San Diego, CA 92110.
  3. Once the full application is submitted, CSE will review it for eligibility.
  4. Bear Valley Electric Service staff will schedule a full site assessment.
  5. Eligible applicants will be presented a proposed Bear Ready EV charging solution based on the full application and on the site assessment, and indicate which eligible EV chargers they have selected for purchase.
- c. Complete and send in the Bear Ready License Agreement.
1. Complete the Bear Ready License Agreement and submit it along with a copy of the paid EV charger and network services invoice by mailing a copy to: Center for Sustainable Energy, Attn: Bear Ready, 3980 Sherman Street, San Diego, CA 92110.
  2. Once the License Agreement and copy of invoice are received, Bear Valley Electric Service will fully design, permit and install the EV charging solution.
  3. Submit EV charger station information to the [PlugShare](#), Google-maps, and Alternative Fuels Data Center [station locator tool](#).

## E. DEFINITIONS

**Application Date:** The date an application is submitted. This date is determined by the time/date stamp of an email transmission, or the U.S. mail postmark on physical mail.

**Electric Vehicle Charging Station (EVCS):** Charging equipment (external to the vehicle) used to charge a plug-in electric vehicle.

**Electric Vehicle Service Provider (EVSP):** A business that can provide connectivity across a network of charging stations. Connecting a central server, the provider manages the software, database, and communication interface that enables operation of the station. Some EVSPs will also provide charger installation and contracting services.

**Level 2 Charging Station (L2):** A charging station that supplies electricity to a plug-in electric vehicle's onboard charger in the form of alternating current (AC). Level 2 charging stations require a 208/240-volt AC connection.

**Make-Ready Electric Vehicle Infrastructure:** a parking space wired with all the electrical infrastructure necessary to support electric vehicle charging.

**Maximum Demand:** The Maximum Demand in any month shall be the measured maximum average kilowatt input, indicated or recorded by instruments, during any 15-minute metered interval in the month.

**Nationally Recognized Testing Laboratory (NRTL):** An independent laboratory recognized by the Occupational Safety and Health Administration to test products to applicable product safety standards.

**Small Business:** a business whose general power service monthly metered Maximum Demand is less than 20 kW.

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