



CITY OF GLENDALE, CALIFORNIA REPORT TO THE CITY COUNCIL

AGENDA ITEM

Report: Subrecipient Agreement between the Center for Transportation and the Environment (CTE) and City of Glendale related to the California Air Resources Control Board (CARB) FY 2021-22 and FY 2022-23 Advanced Technology Demonstration and Pilot Projects for Glendale Municipal Green Zone Project.

1. Motion authorizing the City Manager, or a designee, to enter into and execute all agreements, amendments, certifications, and documents necessary to implement the grant funding for services related to the Glendale Municipal Green Zone Project, subject to the approval by the City Attorney.

COUNCIL ACTION

Item Type: Consent Calendar

Approved for March 11, 2025 **calendar**

EXECUTIVE SUMMARY

In partnership with CTE, the City of Glendale successfully applied for the CARB FY 2021-22 and FY 2022-23 Advanced Technology Demonstration and Pilot Projects grant. On March 7, 2024, CARB preliminarily awarded the grant, contingent upon the appropriation of the local match, which was approved by the City Council on April 20, 2024. To secure grant funds for this project, an agreement with CARB and an agreement with the California Energy Commission (CEC) were established.

Additionally, the City must enter into a subrecipient agreement with CTE in the amount of \$607,084 to receive grant reimbursements for the purchase of several electric construction vehicles and the EV chargers. The grant agreement includes an indemnification clause and a liquidated damages provision. As required by the Glendale Municipal Code, City Council approval is needed for indemnity contracts over \$50,000, including this subrecipient agreement.

RECOMMENDATION

Approve a motion authorizing the City Manager, or a designee, to enter into and execute all agreements, amendments, certifications, and documents necessary to implement the grant funding for services related to the Glendale Municipal Green Zone Project, subject to the approval by the City Attorney.

ANALYSIS

From August to December 2023, staff collaborated with the non-profit consultant CTE, the primary grant recipient, to submit the application for the CARB FY 2021-22 and FY 2022-23 Advanced Technology Demonstration and Pilot Projects grant. On March 7, 2024 CARB preliminarily offered the grant award, requiring several conditions being met including the requirement to appropriate the local match amount. On April 20, 2024, the City Council authorized a resolution of appropriation of the local match requirement for this grant.

The Glendale Municipal Green Zone project involves the procurement and deployment of four electric construction vehicles—two Volvo compact excavators and wheel loaders, a Chevrolet Silverado EV truck, and an electric dump truck—assigned to the Asphalt and Concrete sections of the Public Works Department. These vehicles will also be available to Community Services and Parks, as well as Glendale Water and Power. The excavator and wheel loader are already in service, while the pickup truck is expected this month and the dump truck in August. Additionally, charging infrastructure, including three Level 2 and one Level 3 chargers, will be installed at the Public Works Corporation Yard by July 1, 2025, to support these vehicles. All equipment was purchased through a competitive bidding process.

The total project cost is \$2,146,787, encompassing CTE's grant management and reporting, the purchase of vehicles and charging equipment, and the required match funds. The subrecipient agreement between CTE and the City of Glendale will total \$607,084, covering the cost of procuring several of the vehicles and the chargers. A detailed breakdown of the budget is provided in the table below.

Glendale	
Cash Match	\$566,790
EV/Charger Procurement	\$607,084
Subtotal Up-front Costs	\$1,173,875
In-Kind Match (Staff time)	\$506,913
EV/Charger Procurement (reimbursement)	(\$607,084)
TOTAL	\$1,073,703

CTE	
Project Management	\$383,500
Reporting	\$82,500
Glendale EV Procurement	\$607,084
TOTAL	\$1,073,084

CTE, as the primary recipient of the grant, will lead the administration and reporting of this. They will be responsible for ensuring deadlines are met, managing grant reporting requirements, and overseeing compliance with grant's conditions during the year-long project. The City of Glendale, as the subrecipient and contractor, will play a key role in executing the project including procuring the electric vehicles, incorporating them into its

fleet, and fulfilling its financial match obligations, both cash and in-kind. The City will submit invoices to CTE for reimbursement of eligible expenses.

Additionally, the subrecipient agreement requires the city, as the designated contractor under the agreement, to indemnify, defend and hold harmless the State of California and CTE. The subrecipient agreement also subjects the city to liquidated damages if the city is found in breach of the agreement. The Glendale Municipal Code section 4.12.080 requires that indemnification contracts over \$50,000 in value be approved by the City Council.

STAKEHOLDERS/OUTREACH

There is no outreach planned related to the subrecipient agreement.

An extensive community outreach effort is an important component of the Glendale Municipal Green Zone project and a grant requirement. The Glendale Environmental Coalition provided support for the grant application and project and agreed to leverage their outreach tools to raise awareness of this pilot project. Once all of the ZEV equipment is received, Public Works intends to participate in several community events where the new equipment is displayed for public view. The city will also make the new equipment available to neighboring municipalities considering similar transitions to ZEVs.

FISCAL IMPACT

There is no fiscal impact associated with this report. The Glendale Municipal Green Zone project will cost \$2,146,787 total including the project components from CTE and Glendale. Glendale’s upfront costs of \$1,173,875, including cash match and vehicle/EV procurement, are included in the FY 2024-25 budget. No new appropriation is needed at this time. The existing appropriation is outlined below:

Existing Appropriation		
Amount	Account String	Funding Source
\$346,435	GL: 51000-4090-PWD-0020-P0000 PL: PWD01161AG	CIP Reimbursement Fund
\$260,650	GL: 51200-4090-PWD-0020-P0000 PL: PWD01161AG	CIP Reimbursement Fund
\$566,790	GL: 51000-6010-PWD-0020-P0000 PL: PWD01161BN	Fleet Management Fund

The in-kind match amount of \$506,913 represents the salaries and benefits of the existing staff members that will be working on this project and is already included as a part of the FY 2024-25 budget.

ENVIRONMENTAL REVIEW (CEQA/NEPA)

The project is categorically exempt from environmental review because of CEQA Guidelines §§ 15311.

CAMPAIGN DISCLOSURE

This item is exempt from campaign disclosure requirements.

ALTERNATIVES TO STAFF RECOMMENDATION

1. Not approve a motion authorizing the City Manager, or a designee, to enter into and execute all agreements, amendments, certifications, and documents necessary to implement the grant funding for services related to the Glendale Municipal Green Zone Project and Glendale will not receive reimbursement of grant funds for this project.
2. The City Council may consider any other alternative not proposed by staff.

ADMINISTRATIVE ACTION

Submitted by:

Daniel Hernandez, Director of Public Works

Prepared by:

Shea Eccleston-Banwer, Public Works Administrator

Petra Beglarian, Public Works Manager

Approved by:

Roubik R. Golanian, P.E., City Manager

EXHIBITS/ATTACHMENTS

1. Subrecipient agreement between CTE and Glendale