A. When submitting a Fleet Acquisition Plan (FAP) to the Department of General Services (DGS), Office of Fleet and Asset Management (OFAM), state agencies must be able to demonstrate that they have appropriately planned for, and currently have, zero emission vehicle (ZEV) charging infrastructure necessary to support their existing and requested ZEV’s in order to receive approval.

Until June 30, 2021, to demonstrate sufficient charging infrastructure, agencies must submit answers to the following applicable questions with their FAP. Please see the Fleet Acquisition Plan Narrative form for more details.

1. What is the address of the location where this vehicle will be domiciled at (please provide this address on the FAP spreadsheet in the column titled “ZEV Domicile Address”)?
2. How many electric vehicle (EV) chargers (broken down by charger type) are currently installed at the vehicle’s anticipated domicile location?
3. Are the EV chargers single or dual capacity?
4. Does the facility utilize a charging rotation schedule?
5. Are there any other electric charging outlets that could be, or are being, used for EV charging?
6. Are any EV charging stations being currently installed and, if so, when is the anticipated completion date of the installation?
7. How many plug-in electric vehicles are currently domiciled at the anticipated location?
8. For requested Fuel Cell Vehicles, where is the closest Hydrogen Fueling Station?

B. (1) Starting July 1, 2021, to ensure proper ZEV infrastructure planning is taking place and to demonstrate that sufficient EV charging infrastructure exists, agencies shall submit a DGS OS-1 form with their FAP, which has been signed off by DGS Office of Sustainability (OS), in lieu of the answers to the questions above. To complete the DGS OS-1, state agencies must work with and have assessments conducted by OS for each site where fleet assets on their intended FAP will be domiciled.

a. To initiate the OS review and assessment process, agencies shall complete Sections 1, 2, and 3 of the DGS OS-1 and submit the form to EVSE@dgs.ca.gov.
b. Agencies must submit the DGS OS-1 to OS at least six months prior to the planned submittal date of the FAP to OFAM to ensure assessments are completed and infrastructure installations have started prior to approval of the FAP.
c. Once the assessments have been completed and OS has signed off on the DGS OS-1, agencies shall submit that form with their subsequent FAP to OFAM.
d. In the FAP review process, OFAM will review and validate the responses provided on the DGS OS-1 to ensure there is appropriate charging infrastructure to support agency’s existing and requested ZEVs.
(2) State agencies requesting an exemption to the ZEV and Hybrid-Electric Alternative Fuel Vehicle First Purchasing Mandates of SAM Sections 4121, 4121.1, and 4121.9, due to the inability to install EV charging infrastructure at the vehicle’s domicile site, must submit a DGS OS-1, on which OS has identified the site as not feasible for EV charging infrastructure. Additionally, state agencies must certify on their OFAM-161 B (Fleet Acquisition Certification) that there is no publicly available infrastructure in the area that could be accessed to support the vehicle(s) requested for exemption.