



GREEN MOBILITY PURCHASING ADVISORY COMMITTEE



Kick Off Meeting Summary

*December 12, 2016 – 10:00am-11:30am
DOER – 100 Cambridge Street, 10th floor*

MEETING ATTENDEES

Frank Duggan (National Grid), James Cater (Eversource), Donald Pettey (MassDOT), Steve Russell (DOER Clean Cities), Lana Gunaratne (OSD), Joshua Garcia (PVPC), Trish Settles (CMRPC), Joanne Bissetta (DOER Green Communities), Vithal Deshpande (Somerville), Jim McGonagle (Newton), Ellen Tohn (Wayland), Susan McPhee (Winchester/Woburn), Matt Coogan (Gloucester), Philip Kreycik (Meister Consulting Group), Megan Aki (MAPC), Mark Fine (MAPC), Heidi Anderson (MAPC), and Alison Felix (MAPC)

NEXT STEPS

- MAPC will host a follow up webinar on January 17, 2017, from 3:00-4:00pm to discuss alternative fuel vehicle financing and incentives available in Massachusetts.
- MAPC will develop a proposal around the purchasing and procurement options discussed:
 1. Bulk purchase of aftermarket conversions for medium and heavy duty vehicles
 2. Procurement of medium and heavy alternative fuel vehicles
 3. Bulk purchase of light duty electric vehicles bundled with charging infrastructure
- MAPC will have follow up discussions with members on how to align the project timeline with Green Communities grants, municipal budgeting, and dealers.
- MAPC will look into the potential to develop the following educational resources:
 1. A simple fleet assessment template for light duty vehicles
 2. An online web portal or printable guide for municipalities to navigate the alternative fuel vehicle purchasing process and available programs and incentives available in Massachusetts
- MAPC will develop an outreach plan to bring communities into the buying consortia in coordination with state partners (leveraging the Green Communities program, EVIP participants, and other critical networks).

The next Advisory Committee meeting is scheduled for March 13, 2017, from 10:00-11:30am at MAPC (60 Temple Place, Boston, MA)

(Meeting summary continued on next page)

MEETING NOTES

MAPC Presentation Overview (see separate PDF for a copy of the PowerPoint used)

- Welcome and Introductions
- Green Mobility Purchasing Landscape in MA
- Purchasing and Procurement Models
- New and Existing Financing and Incentives (*did not end up discussing during this meeting*)

Mark Fine convened the meeting and thanked the Advisory Committee for attending. After going through the agenda and providing an overview of MAPC, Mark F. emphasized the need to provide incentives for communities to encourage purchasing. Mark F. noted that collective procurement and vehicle purchasing is already a part of the work MAPC does with Police, Fire, and Clean Energy.

Megan Aki provided an overall description of the NARC program and outlined the role of the Advisory Committee. The Advisory Committee, which will meet quarterly, will focus on procurement. However, focus groups may be formed to address specific topics. The goal is to issue a bid in June 2017. The presentation also highlighted the different programs and incentives currently available or anticipated to be available in the near future to purchase fleet vehicles.

Advisory Committee Discussion Highlights

Priority Green Mobility Technologies

The Advisory Committee was interested in purchasing light duty electric vehicles as well as medium/heavy duty alternative fuel vehicles.

Medium/Heavy Duty Vehicles: While a purchasing mechanism for new medium/heavy duty alternative fuel vehicles is currently missing from the landscape, the statewide contract VEH102 provides the opportunity to retrofit or up-fit existing medium and heavy duty vehicles to alternative fuels. Joanne Bissetta noted that transportation accounts for approximately 50% of municipal energy use for communities coming through the Green Communities program. Medium and heavy duty vehicles make up a significant portion of municipal fleets and could provide an opportunity for great impact through this project.

Charging Infrastructure: For the light duty vehicles, bundling with the purchase of charging infrastructure was a firm interest of the Advisory Committee. For medium and heavy duty vehicles it is more unknown what the infrastructure needs would be.

Electric School Buses: The Advisory Committee also discussed opportunities to leverage purchasing for electric school buses. DOER is piloting four electric school buses in four different communities. The primary obstacle in this area is that many municipal school buses are owned by a third party. The Advisory committee suggested further investigation of how to use VW settlement funds to facilitate the bulk purchase of school buses. A survey of municipalities to determine ownership through the region and state could also support this direction.

Purchasing/Procurement Options

Mark F. presented different purchasing options such as direct upfront purchase, leasing, and bundling vehicles with infrastructure. The statewide contract VEH98 does not allow for leasing, so a new procurement mechanism would need to be developed for this approach to be taken. The procurement could be a price-based bid to get the best per month cost. Steve R. noted there are

companies that specialize in leasing financing. There would be a need to negotiate with the leasing company to come up with a lease package that makes sense for municipalities.

The Advisory Committee appeared to be mixed regarding whether purchasing or leasing is the preferred purchasing option. However, there was a strong consensus among the Advisory Committee members to look further into bundling the purchase of vehicles with fueling infrastructure. By the close of discussion, the Advisory Committee was leaning towards two procurement focus areas for MAPC to investigate further – **1) a buying consortia for light duty electric vehicle purchases bundled with charging infrastructure 2) a procurement for medium/heavy duty alternative fuel vehicles or a buying consortia for after-market conversions for medium/heavy duty vehicles.**

Municipal Buying Consortia: The intent of the buying consortia would be to work with communities to do a bulk purchase and negotiate the best price. This approach would enable use of existing statewide contracts for vehicles, charging infrastructure, and after-market conversion technology to avoid any redundancies. Pooling a group of communities together at one time would require commitment and consensus to buy a set number of vehicles. The Advisory Committee discussed targeting communities who are a part of the Green Communities program or are participating in EVIP to form the buying consortia.

Specific Vehicle Models: Vithal D. expressed concern that there is an assumption that each municipality wants to have the same type of vehicle. The Advisory Committee discussed the benefit of having presentations from car dealers or other vendors in order to arrive at a group consensus on specific vehicle models for the buying consortia.

Purchase Timing: Vehicle purchasing needs to be addressed at town meetings and timed with fiscal cycles. There are also timing considerations on the dealer side related to vehicle inventory and availability. Municipalities may have more timing flexibility than dealers. There is a need to better understand how municipal, dealer, and state program timelines line up. MAPC will have follow up discussions with members on how to align the project timeline with Green Communities grants, municipal budgeting, and dealers.

Fleet Assessments & Management

The Advisory Committee emphasized the importance of fleet assessments for small municipalities in the decision making process. There is potentially an opportunity for MAPC to provide or procure fleet assessment services to help municipalities determine which vehicle types to purchase. These fleet assessments would be simple for light duty vehicles but more complex for medium/heavy duty vehicles.

Assessment Type: There are different types of assessments ranging from very basic (plug and play models such as the AFLEET tool developed by the Argonne Laboratory) to more complex models (telematics services offered by companies such as FleetCarma). The State is working on a GPS contract that will allow fleet managers to monitor locations and driving patterns. GPS could be a potential way to monitor and save on fuel usage as well as safe and efficient driving. Several Advisory Committee members indicated that it would be helpful to see a sample fleet assessment to determine which type of assessment would be most beneficial.

Fleet Management: There was also discussion of how this project could be an opportunity to address fleet management in general. Matt C. brought up how the city of Gloucester already has several EVs needs to figure out ways to do ‘hands on’ management. Part of the fleet assessments discussed could include identification of support needed for vehicles to be serviced in the future.

Education and Outreach

The Advisory Committee emphasized a need for education and outreach on green mobility opportunities. The Advisory Committee provided a variety of suggestions to MAPC on how to best raise awareness of existing and future state programs.

Web Portal or Toolkit: Developing a web portal was recommended by multiple members of the Advisory Committee. Different structures were discussed such as organizing information by vehicle type, municipal department needs, or in chronological order for the purchasing process. It was also suggested that a toolkit or guide with side by side comparisons of procurement options would be helpful. The intent would be to develop a tool that would facilitate municipal decision-making for vehicle purchases.

There is a need for municipalities to reach out to different departments during the purchasing process to identify the lowest hanging fruit, what the options are, and who the decision makers are (e.g., DPW, Fire, and School). While municipalities are organized differently, a toolkit could be a valuable resource and provide ideas for decision-making early on.

Statewide Outreach Plan: MAPC's outreach for the project could benefit by engaging Green Communities and working with regional coordinators, holding meetings with other Massachusetts Regional Planning Agencies, coordinating meetings with DPWs, and scheduling additional informational workshops on the topic of alternative fuel vehicles.

Other Notes

- Municipalities often don't have the option to buy vehicles outright in their budgets. A vehicle turn-in program, such as cash for clunkers, was suggested. This could especially apply to Crown Vics.
- Are there opportunities for the public to use EVs (e.g., through ZipCar)? The Pima Association of Governments in Tucson, AZ is going to pilot an EV car share procurement.
- Advisory Committee member Steve R. stated that it is important to stay informed regarding what the Federal Government may do with the designation of alternative fuel corridors. Steve R. also added mention of the Clean Vehicle program.
- Advisory Committee member Steve R. announced that the DOER recently received funding for four Fleet Ride and Drive events. Dates and location are to be determined.