



Memorandum

Date: 10/12/2021

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 21-515

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Parks	Carrie Hite	425-556-2326
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DEPARTMENT STAFF:

Parks	Lee Ann Skipton	Facilities Manager
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TITLE:

CIP Project Approval - Electrical Service Upgrades and Electric Vehicle Charging Infrastructure

OVERVIEW STATEMENT:

Staff are seeking approval to fund a project that includes a one-time upgrade to the electrical services at two City facilities to support increased energy load, as well as the installation of electric vehicle (EV) charging stations to support the City's growing EV fleet.

A similar project was originally proposed for the 2021-2022 CIS but was unfunded when revenue projections were reduced due to Covid-19 impacts. Since then, the scope of the project was refined to only address the power capacity and fleet charging needs.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
 - Climate Emergency Declaration
 - Environmental Sustainability Action Plan
 - Green Fleet (pending)
 - Zero Carbon Strategy (pending)
- **Required:**
N/A
- **Council Request:**
N/A

- **Other Key Facts:**

N/A

OUTCOMES:

This project will upgrade the electrical services at two municipal buildings to support the projected energy load through 2050. The project also includes the addition of 11 new EV charging stations; each charging station can accommodate two vehicles at a time. The proposed infrastructure will support 4 existing EVs and a minimum of 17 planned EV purchases by 2023.

Additional stations will be added in future CIP requests to accommodate the City's growing EV fleet. This strategy will keep charging station installation one year ahead of the City's green fleet goals, while remaining flexible to changes in operations, goals, or market trends. EV charging infrastructure is a foundational action as the City continues to electrify its vehicle fleet.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

2021 Planning, design, and engineering. 2022 Construction and project complete.

- **Outreach Methods and Results:**

N/A

- **Feedback Summary:**

N/A

BUDGET IMPACT:

Total Cost:

\$596,400

Approved in current biennial budget:

☐ Yes

☒ No

☐ N/A

Budget Offer Number:

CIP

Budget Priority:

Healthy and Sustainable

Other budget impacts or additional costs:

☒ Yes

☐ No

☐ N/A

If yes, explain:

This work is essential to support the goals of the Public Works Fleet program. EV purchases are being held awaiting necessary infrastructure.

Funding source(s):

The project is proposed to be funded from a \$40,000 contribution for Microsoft and unallocated REET funds.

Budget/Funding Constraints:

N/A

☒ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
None	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
11/1/2021	Special Meeting	Approve

Time Constraints:

Completing this project is critical to continuing electrification of the City fleet.

ANTICIPATED RESULT IF NOT APPROVED:

New fleet vehicle purchases will not be electric.

ATTACHMENTS:

Attachment A: CIP Business Case & Cost Estimate