

**Appendix B**  
**Project Timeline and Administration Budget**

The maximum amount payable under this Contract for Phase 1 is one million four hundred sixty-five thousand two hundred eighty and 00/100 dollars (\$1,465,280.00). The maximum amount payable under this Contract for Phase 2 is contingent upon the continued support of the Program by FHWA, DEEP's authorization to proceed with Phase 2 of the Project Scope of Work, and shall be thirteen million one hundred eighty-seven thousand five hundred twenty and 00/100 dollars (\$13,187,520.00). Funding for all Phases is contingent upon the continued availability of federal funds that have been appropriated, designated, encumbered, or otherwise made available by FHWA to DEEP for the purpose of the CFI Grant Program and payments under this Contract, as well as the availability of future-year budget authority.

The payments by the Commissioner shall allow for use of funds to meet allowable financial obligations incurred in conjunction with this Project, prior to expiration of this Contract, and shall be scheduled as follows provided that the total sum of all payments shall not exceed the maximum Contract amount noted above.

- A. Funds shall be paid to the Contractor for the reimbursement of expenditures, contingent upon receipt by DEEP of detailed invoices with any required supportive documentation. The Contractor shall submit invoices not more frequently than monthly with all Supporting Documentation, in accordance with the budgets and deliverables set forth in Appendix B and Appendix A. Supporting Documentation shall include, as applicable: (1) Project title, PO number, PSA number, invoice period, and amount; (2) a one-page table listing the work per task delivered that month, with a one-to-two sentence description per task and the associated contract line/budget row; (3) a single-page roll-up by contract line/budget row for that month; (4) vendor/sub-contractor Purchase Orders, Bills of Sale, and invoices for both labor and equipment; (5) proofs of payment to vendors/sub-contractors (electronic transaction reports, canceled checks, credit card statements, or receipts); (6) delivery/installation confirmations, including labeled photos of each new EVSE unit and photos of each new EVSE serial number (clearly legible and not blurry); and (7) any other documentation as deemed necessary as requested by DEEP. DEEP shall remit payment no later than sixty (60) days after DEEP's receipt of a conforming monthly invoice and Supporting Documentation. All payments to the Contractor are subject to review and approval by the Commissioner, at her sole discretion.
  
- B. Partial reimbursement payments may be allowed upon request. To receive a partial reimbursement, the Contractor must submit a Reimbursement Request, accompanied by Supporting Documentation to support expenses claimed, detailed to the satisfaction of the Commissioner, at her sole discretion. The Contractor shall receive reimbursement only for funds to meet allowable financial obligations incurred in conjunction with this Project. Partial reimbursement payment requests submitted to DEEP without Supporting Documentation shall be deemed incomplete. Upon receipt of a complete reimbursement request, DEEP shall promptly review the foregoing and if approved, DEEP shall pay the Contractor such partial

reimbursement payments within sixty (60) days after DEEP's approval of the same.

- C. Final Reimbursement Payment and Documentation to Support Final Invoice Payment: Following completion of the Project to Commissioner's satisfaction, review and approval of a Final Reimbursement Request and associated reporting documentation demonstrating that all the elements of Appendix A have been met. Payment shall be processed contingent upon receipt of an invoice with Supporting Documentation, subject to review and approval by the Commissioner.
- D. . The total sum of all payments shall not exceed the maximum amount payable under this Contract. Should the total Project costs be less than the amount represented in the application, the subaward amount may be reduced to the allowable percentage of the total cost. Should the total Project costs be less than the amount of payments made by DEEP, any remaining funds must be refunded by the Contractor to the Department of Energy and Environmental Protection by a check payable to "Treasurer-State of Connecticut" within ninety (90) days of Contract expiration.
- E. The Contractor shall adhere to a tapered match arrangement under which the DEEP/CFI Grant share of eligible costs decreases over time while the Contractor's cost share correspondingly increases. Contractor cost share portions of Phase 1 and Phase 2 will be deducted from the payable amount of the final invoice or final series of invoices for each Phase depending on the magnitude of the projected final payments. The mechanism for Contractor cost share will be a deduction from the total amount invoiced in each deducting period to reach the required total in this Agreement for each Phase. The Contractor shall propose a percentage withheld from final invoices after the billed amount has crossed 50% of the total amount in each Phase. At the conclusion of each Phase, the Contractor shall ensure that the allocation of grant funds and the required Contractor cost share obligations have been fully achieved in accordance with the terms of this Agreement.
- F. Final Invoice Payment: The final invoice for Project deliverables must be postmarked or delivered to DEEP no later than August 1, 2026, for Phase 1 and September 30, 2030, for Phase 2.

The Contractor shall have a fiduciary duty to adequately safeguard all program funds, which shall be maintained in a secure account(s) with any interest accruing to the Project or returned to DEEP with any unexpended funds at the conclusion of the Project. Completion of the Project shall include receipt of documentation demonstrating that all the elements of the attached Scope of Work have been met including receipt of a final report from the Contractor with a summary of the process and expenditures. At the conclusion of the Project, any unexpended funds shall be returned to DEEP within forty-five (45) days of contract end date in a check made payable to "Treasurer - State of Connecticut."

Costs for program development as detailed in Phase 1: Tasks 1 through 4 (CFI Grant funds plus Contractor cost share) shall not exceed \$1,489,290.00. Costs for program development as detailed in Phase 2: Tasks 5 through 11 (CFI Grant funds plus Contractor cost share) shall not exceed \$16,526,710.00. The Contractor may reallocate budget amounts within and among Phase 1 Tasks (Tasks 1-4) in its reasonable discretion to meet Project needs, with prior written approval from DEEP, provided that (i) the total Phase 1 amount

stated in Appendix B is not exceeded, and (ii) the reallocation does not alter the scope of work in Appendix A. Any change that increases the total Phase 1 amount or materially changes scope shall require a written Contract amendment. The Contractor may reallocate budget amounts within and among Phase 2 Tasks (Tasks 5–11) in its reasonable discretion to meet Project needs, with prior written approval from DEEP, provided that (i) the total Phase 2 amount stated in Appendix B is not exceeded, and (ii) the reallocation does not alter the scope of work in Appendix A. Any change that increases the total Phase 2 amount or materially changes scope shall require a written Contract amendment. If the CFI Grant Funds and Contractor cost share for Phase 1 (\$1,801,600.00), as established under the CFI award, are not fully expended upon completion of all Phase 1 tasks (Tasks 1–4), DEEP shall coordinate with FHWA to reallocate any remaining funds to Phase 2, provided that the overall Project budget is not exceeded. The Contractor shall provide in the table below estimated administrative costs and estimated time for completion of the listed deliverables.

**Estimated Project Timeline and Budget  
Phase 1**

Deliverable	Due Date	Budget
<b>Task 1: Provide grant management support to DEEP by drafting quarterly FHWA Performance Progress Reports; monitoring progress; preparing all bid documents; tracking reimbursements and eligibility thereof; developing and tracking metrics for construction-related grant management tasks.</b>	<b>Upon execution through December 31, 2030</b>	<b>\$596,470</b>
<ul style="list-style-type: none"> <li>• Quarterly FHWA Performance Progress Reports;</li> </ul>		\$93,750
<ul style="list-style-type: none"> <li>• Prepared bid documents for design-build;</li> </ul>		\$146,330
<ul style="list-style-type: none"> <li>• Maintain accurate records of expenditures;</li> </ul>		\$110,000
<ul style="list-style-type: none"> <li>• Technical, educational, and informational materials about the Project for community engagement and relevant stakeholders and produce fact sheets, webinars, and other outreach materials, as directed by DEEP;</li> </ul>		\$91,920
<ul style="list-style-type: none"> <li>• Engage in stakeholder coordination and performance evaluation for EV charger deployment, including biweekly meetings with DEEP, Key Project Partners, and contractors; and the definition of key performance metrics to assess EV charger installation effectiveness.</li> </ul>		\$154,470
<b>Task 2: Complete pre-NEPA, NEPA, SHPO, and RAMP including any associated reviews and documentation</b>	<b>May 1, 2026</b>	<b>\$70,580</b>

Deliverable	Due Date	Budget
<b>for each selected site in accordance with FHWA requirements by May 1, 2026.</b>		
<ul style="list-style-type: none"> <li>Completed NEPA documentation and SHPO/THPO Section 106 review;</li> </ul>		\$14,000
<ul style="list-style-type: none"> <li>Completed RAMP;</li> </ul>		\$19,580
<ul style="list-style-type: none"> <li>Any necessary CEPA documentation; and</li> </ul>		\$5,000
<ul style="list-style-type: none"> <li>Preparation of one (1) CE for all sites with optional tasks for                             <ul style="list-style-type: none"> <li>(a) preparation of individual CEs for the twelve (12) sites for individual consideration, and</li> <li>(b) preparation of an individual CE if the Programmatic CE pathway is not available.</li> </ul> </li> </ul>		\$32,000
<b>Task 3: Complete preliminary design work and engineering specifications for EV infrastructure needs by June 1, 2026, in the pre-NEPA phase of the Project.</b>	<b>June 1, 2026</b>	<b>\$284,600</b>
<ul style="list-style-type: none"> <li>Initial schematic design layout for each of the identified sites;</li> </ul>		\$48,720
<ul style="list-style-type: none"> <li>Final design for the twelve (12) sites</li> </ul>		\$104,010
<ul style="list-style-type: none"> <li>Presence and participation at up to twenty (20) hours of virtual meetings;</li> </ul>		\$53,150
<ul style="list-style-type: none"> <li>Utility work order applications;</li> </ul>		\$31,430
<ul style="list-style-type: none"> <li>Design plan(s) to upgrade garage electrical system(s) (if applicable); and</li> </ul>		\$14,430
<ul style="list-style-type: none"> <li>EV charger specifications.</li> </ul>		\$32,860
<b>Task 4: Complete final design for each site and submit to FHWA for approval by August 1, 2026.</b>	<b>August 1, 2026</b>	<b>\$537,640</b>
<ul style="list-style-type: none"> <li>Presence and participation at up to twenty (20) hours of virtual meetings;</li> </ul>		\$80,660
<ul style="list-style-type: none"> <li>Prepare plan set per location for approval</li> </ul>		\$182,660
<ul style="list-style-type: none"> <li>Electrical Design Plans;</li> </ul>		\$153,660
<ul style="list-style-type: none"> <li>Final land and site use applications permits including revisions and modifications</li> </ul>		\$120,660
<b>Phase 1 Subtotal</b>	<b>August 1, 2026</b>	<b>\$1,489,290</b>
<b>Portion set aside for grant and project management during Phase 2 (Task 5)</b>		<b>\$312,310</b>
<b>DEEP In-Kind Match</b>	<b>August 1, 2026</b>	<b>\$50,000</b>
<b>TOTAL Phase 1 Budget</b>	<b>August 1, 2026</b>	<b>\$1,851,600</b>

**Estimated Project Timeline and Budget  
Phase 2**

Deliverable	Due Date	Budget
<b>Task 5: Provide grant management support to DEEP by drafting quarterly FHWA Performance Progress Reports; monitoring progress; tracking reimbursements and eligibility thereof; developing and tracking metrics for construction-related grant management tasks.</b>	<b>Upon execution through December 31, 2030</b>	<b>\$362,330</b>
<ul style="list-style-type: none"> <li>Quarterly FHWA Performance Progress Reports;</li> </ul>		\$95,600
<ul style="list-style-type: none"> <li>Maintain accurate records of expenditures;</li> </ul>		\$120,000
<ul style="list-style-type: none"> <li>Technical, educational, and informational materials about the Project for community engagement and relevant stakeholders and produce fact sheets, webinars, and other outreach materials, as directed by DEEP;</li> </ul>		\$30,640
<ul style="list-style-type: none"> <li>Engage in stakeholder coordination and performance evaluation for EV charger deployment, including biweekly meetings with DEEP, Key Project Partners, and contractors; presentations at up to three (3) public meetings or bidders conferences; and the definition of key performance metrics to assess EV charger installation effectiveness. Optional: one (1) public meeting for each specific site, if DEEP determines it is necessary to address community concerns.</li> </ul>		\$116,090
<b>Task 6. Complete construction and operation of EVSE at selected sites in accordance with state, local, and FHWA requirements, including EVSE installation and electric hookups by November 1, 2029.</b>	<b>November 1, 2029</b>	<b>\$11,613,470</b>
<ul style="list-style-type: none"> <li>Installation of ninety-six (96) single-port DCFC and eight (8) dual-port Level 2 EV charging stations in seven (7) Connecticut municipalities that are operational 98 percent of the time;</li> </ul>		\$11,346,870
<ul style="list-style-type: none"> <li>Execution of long-term leases with options to renew on both public and privately-owned sites or other real estate agreements, such as</li> </ul>		\$38,120

Deliverable	Due Date	Budget
easements, approved by DEEP in accordance with the RAMP, necessary to secure access to the sites from the site hosts;		
<ul style="list-style-type: none"> <li>• Presence and participation at one (1) pre-construction meeting for each site;</li> </ul>		\$21,760
<ul style="list-style-type: none"> <li>• Review design and construction-related submittals (e.g., schedule of values, product data, etc.);</li> </ul>		\$30,740
<ul style="list-style-type: none"> <li>• Responses to Requests for Information;</li> </ul>		\$30,740
<ul style="list-style-type: none"> <li>• Provide comprehensive construction oversight for each site, including participation in two (2) progress team meetings, completion of two (2) site visits, and execution of substantial completion walkthroughs with punch list preparation of any outstanding items for each site.</li> </ul>		\$126,780
<ul style="list-style-type: none"> <li>• Final inspection and close-out documentation for each site</li> </ul>		\$18,460
<b>Task 7. Complete inspection of infrastructure at selected sites by January 1, 2030.</b>	<b>January 1, 2030</b>	<b>\$0</b>
<ul style="list-style-type: none"> <li>• Building permits;</li> </ul>		\$0
<ul style="list-style-type: none"> <li>• Electrical permits; and</li> </ul>		\$0
<ul style="list-style-type: none"> <li>• Responding to concerns raised by local inspectors during site inspections.</li> </ul>		\$0
<b>Task 8. Contact US Department of Energy (DOE) Joint Office of Energy and Transportation for access to EV-ChART tool by January 2, 2030, and continue to update the EV-ChART platform with data required from this Project on a quarterly basis through the end of contract term per the 23 CFR 680.112 data requirements memorandum.</b>	<b>January 2, 2030</b>	<b>\$40,000</b>
<ul style="list-style-type: none"> <li>• Access to EV-ChART; and</li> </ul>		\$36,000
<ul style="list-style-type: none"> <li>• Quarterly data reporting in EV-ChART.</li> </ul>		\$4,000
<b>Task 9. Create outreach content, usage guidance, and other engagement materials in English and Spanish, or other prominent non-English speaking language of the affected community, by March 1, 2030.</b>	<b>March 1, 2030</b>	<b>\$37,190</b>
<ul style="list-style-type: none"> <li>• Community Participation Plans;</li> </ul>		\$7,090

<b>Deliverable</b>	<b>Due Date</b>	<b>Budget</b>
<ul style="list-style-type: none"> <li>Outreach and engagement materials (such as Project fact sheets, engagement solicitation flyers, social media-ready content, and language for existing email listserv announcements);</li> </ul>		\$3,100
<ul style="list-style-type: none"> <li>Optional, upon DEEP’s request, if budget allows: At least one (1) Interactive Pop-Up at each site and/or pre-recorded informational videos.</li> </ul>		\$27,000
<b>Task 10. Begin operation and periodic maintenance of EVSE at all selected sites by March 1, 2030.</b>	<b>March 1, 2030</b>	<b>\$2,212,720</b>
<ul style="list-style-type: none"> <li>Ongoing operations and maintenance activities.</li> </ul>		\$2,212,720
<b>Task 11. Ensure ongoing EVSE operation by April 1, 2030.</b>	<b>April 1, 2030</b>	<b>\$2,261,000</b>
<ul style="list-style-type: none"> <li>The Contractor shall operate the EV Charging Stations, which shall be installed pursuant to this Contract, and shall be operational 98 percent of the time.</li> </ul>		\$2,261,000
<b>Phase 2 Subtotal</b>	<b>September 30, 2030</b>	<b>\$16,526,710</b>
<b>Portion from Phase 1 for grant and project management during Phase 2 (Task 5)</b>		<b>-\$312,310</b>
<b>DEEP In-Kind Match</b>	<b>September 30, 2030</b>	<b>\$250,000</b>
<b>TOTAL Phase 2 Budget</b>	<b>September 30, 2030</b>	<b>\$16,464,400</b>

**Total Estimated Project Budget**

	<b>Phase 1</b>	<b>Phase 2</b>	<b>Total</b>
<b>CFI Grant Funds</b>	\$1,465,280.00	\$13,187,520.00	\$14,652,800.00
<b>DEEP In-Kind Match</b>	\$50,000.00	\$250,000.00	\$300,000.00
<b>Contractor Cost Share</b>	\$336,320.00	\$3,026,880.00	\$3,363,200.00
<b>Project Total</b>	<b>\$1,851,600.00</b>	<b>\$16,464,400.00</b>	<b>\$18,316,000.00</b>

The Project shall be concluded upon completion of the tasks outlined in this Scope of Work to the Commissioner’s satisfaction.

Payment for each task referenced above shall not exceed the respective amount stated in the budget tables above unless a written request is received and approved by DEEP.