

## Agenda Item 1.3.2

### BOARD OF COUNTY COMMISSIONERS BRIEFING PAPER

**Topic: National Renewable Energy Laboratory Technical Assistance**

**Presented by: Amanda Keil, Senior Grants Analyst, Grants Management Team; Janice Mayer, Fleet Services Director, Lindsey Sharpe, Business Support Supervisor, Bryan Johnson, Fleet Operations Manager, Fleet Services**

**Date: 4/29/2025**

☐ For Information

☐ For Discussion/Board Direction

☒ Consent to  
Place on Business/  
Hearing Agenda

**Issue:** Budget supplement for the previously submitted and awarded Clean Energy to Communities (C2C) Technical Assistance program from the National Renewable Energy Laboratory (NREL).

**Background:** The Grants Management Team partnered with Fleet Services staff to apply for the C2C program in October of 2024. The C2C program is a technical assistance program managed by NREL and funded by the U.S. Department of Energy. Staff received notification that the application was successful and that, in addition to technical assistance from NREL, Drive Clean Colorado would provide additional support. The objective of this assistance is to develop recommendations for a five and ten-year strategic planning to integrate alternative fuel and electric vehicles into Jefferson County's Fleet.

The C2C program has collaborated with Fleet staff since December 2024 and will conclude in Spring 2025 with final reports from NREL and Drive Clean Colorado. These consulting efforts support Fleet's goal of developing effective, achievable goals aligned with the Jefferson County Climate Action Plan.

**Discussion:** To date, NREL has created an in-depth analysis of fleet data, including vehicle location, fuel, routes, and vehicle types. The five and ten-year plan recommendations from Drive Clean Colorado are expected later this spring. The recommendations are expected to set fiscally responsible and achievable goals for increasing the number of alternative fuel and electric vehicles in the fleet, along with expanding fleet-specific vehicle charging stations locations.

These in-kind consulting services are valued at \$20,000, starting with \$5,000 in services in December 2024, with the remaining \$15,000 applied in 2025.

**Fiscal Impact:** ☒ **yes** ☐ **no**

- Year(s) of impact: 2024-25
- Existing grant or project: No.
- New grant or project: Yes.
- Requested in adopted budget: No.
- Ongoing or one-time: One-time.
- General Fund impact: Yes, however this request is for in-kind appropriations only. There is no net impact on the general fund.
- Staffing impact: No.
- Match requirements: None.
- Mandate/Contractual obligation: None.

**SPA Review:** Support with no concerns. Brett Deady, 4/15/25.

**County Attorney Review:** Approved. Jean Biondi, 4/15/25.

**Facilities Review:** Support with no concerns. Mark Danner, 4/15/25.

**BIT Review:** Support with no concerns. Andy Corbett, 4/16/25.

**Fleet Review:** Support with no concerns. Janice Mayer, 4/15/25.

**County Human Resources Review (new FTE only):** N/A

**Recommendations:** That the Board of County Commissioners directs staff to supplement the Fleet Services' 2025 budget in the amount of \$15,000 at a future hearing, to cover the cost of in-kind consulting services provided by the National Renewable Energy Laboratory and Drive Clean Colorado in connection with the Clean Energy to Communities (C2C) Technical Assistance program.

**Originator:** Amanda Keil, Senior Grants Analyst, Grants Management Team

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