

Department of General Services Zero-Emission Vehicle Parking and Pricing Policy

I. Background and Purpose:

In March 2012, Governor Brown issued [Executive Order B-16-12](#), promoting the purchase and use of zero-emission vehicles (ZEV) as part of an effort to protect the environment, stimulate economic growth and improve the quality of life in the State. In April 2012, Governor Brown issued Executive Order B-18-12, directing state agencies to identify and pursue opportunities to provide electric vehicle charging stations, and accommodate future charging infrastructure demand, at employee parking facilities. In order to encourage the use of such vehicles, the Department of General Services (DGS) offers several incentives for state employee monthly parking customers who drive a battery electric vehicle (BEV), a plug-in hybrid electric vehicle (PHEV), or a fuel cell vehicle (FCV):

- Reduced monthly parking rates at DGS-managed parking facilities. A list of the facilities can be found at (<http://www.dgs.ca.gov/dgs/about/parking.aspx>),
- First priority access to DGS monthly parking when a wait list exists for the facility^{1,2}, and
- First-come, first-serve access to electric vehicle charging stations and receptacles.

II. ZEV Parking Policy

All state employees that drive BEV, PHEV, and FCVs qualify for a discounted flat rate parking fee of \$40 per month, representing a savings of up to 55 percent off of standard rates. This discount applies at all [DGS managed lots](#) regardless of whether electric vehicle charging is currently available. State agency-owned BEVs, PHEVs, and FCVs do not qualify for the discounted monthly parking rate and will be subject to standard rates. State employees interested in obtaining a discounted ZEV parking rate must complete an Application for Parking ([Form OFA 112](#)) and provide a copy of the vehicle registration and/or lease agreement of the EV (if applicable).

III. EV Charging Options at DGS Facilities

DGS presently offers fee-based, Level 2 charging stations at several of its parking facilities and will be expanding its charging network to include additional Level 2 stations as well as Level 1 charging options.

A. Level 2 Charging

DGS offers 240 volt, Chargepoint Level 2 charging stations at several of its parking facilities. The Chargepoint equipment is compatible with all BEV and PHEV vehicles. EV parkers interested in utilizing DGS' Level 2 Chargepoint stations must create an account with Chargepoint (www.ChargePoint.com) and obtain a Chargepoint card to start a charging session. Use of DGS' Level 2 charging stations is limited to a maximum of four-hours per day at which point electric charging will cease and customer vehicles must be moved. DGS charges the following rates for use of its Level 2 charging stations:

- \$0.12 per kilowatt (kWh) hour rate
- \$0.31 per hour service fee
- \$1.15 per hour for any vehicle that exceeds the 4-hour maximum utilization period.

Note: Under this rate structure, 1 hour of Level 2 charging will cost approximately:

- \$0.74 per hour for vehicles that charge at 3.3kWh draw rate.
- \$1.13 per hour for vehicles that charge at 6.6kWh draw rate.
- \$1.18 per hour for vehicles that charge at 8.8kWh draw rate.³

¹ Does not apply to Parking Lot 50 (1517 11th Street, Sacramento, CA 95814).

² May not take priority over a department/agency established carpool wait list at a participating parking facility.

³ DGS Level 2 Chargepoint chargers are limited to a maximum output rate of 7 kWh.

B. AC Level 1 Charging

DGS offers an AC Level 1 charging program for customers at select DGS facilities. AC Level 1 charging allows customers to bring their own charging cord and plug into a wall outlet where available. There are no fees or time limits imposed for use of AC Level 1 charging at DGS facilities. However, AC Level 1 charging is subject to availability.

IV. How to Participate:

- Parkers interested in the discounted parking rate must submit a completed [Form OFA 112](#) including the Electric Vehicle Parking Policy Certification on the second page of the Application.
- New parking customers must provide necessary access to their vehicle and/or information for DGS to verify their qualifying BEV, PHEV, or FCV through visual inspection and/or documentation including proof of registration or purchase agreement for non-leased vehicles only and lease agreement for leased vehicles. For customers located outside of the Sacramento area, photos and proof of registration or purchase agreement for non-leased vehicles only and lease agreement for leased vehicles may be submitted to DGS in lieu of visual inspection. Please note that DGS may require annual re-certification of this information.
- Upon receipt of all documentation, a DGS representative will verify that all required information has been provided and that the vehicle qualifies for the incentives.
- DGS will provide the parking customer with the appropriate parking equipment for the assigned facility. Such equipment includes but is not limited to the following: card key and/or a parking decal or hangtag.

V. Terms and Conditions:

- DGS Level 2, and AC Level 1 charging spaces are available on a first come, first serve basis.
- Customers participating in the program must certify that they will not use the discounted parking pass for any other vehicle.
 - Temporary exemptions may be obtained with prior notification and authorization by DGS' Parking Unit.
- Customers with qualifying vehicles are not required to utilize the charging stations in order to take advantage of the discounted parking rates. Additionally, customers with qualifying vehicles may take advantage of the discounted rate even if their DGS parking facility does not presently offer electric vehicle (EV) charging stations.
- When parked in designated charging spaces, BEV and PHEV vehicles must be plugged in and actively charging.
- Charging spaces marked for both disabled access and electric vehicle charging may only be occupied by BEVs or PHEVs displaying a valid disabled parking pass or license plate.
- In the event that the four hour time limit is exceeded, the driver may be notified via email of the need to move his or her vehicle. If the time limit is being abused by any particular user, DGS will issue the user a warning. Repeated abuse of this policy could result in the loss of parking privileges.¹
- On rare occasions when power companies are requiring reductions in energy use, charging may be temporarily shut off in order to avoid overloading the electrical system.
- PHEV and BEV drivers whose vehicles do not require charging should be conscientious of the needs of BEV drivers who do require a charge in order to make it to their next destination, and not use available charging stations, if not needed.
- BEV, PHEV, and FCV drivers are subject to all standard terms and conditions for parkers outlined on the [Form OFA 112](#).
- DGS will not be held liable for any vehicle damage or personal injury resulting from misuse of the charging devices.

VI. DGS Contact and Facilities Information:

- DGS's most current list of parking facilities with EV charging stations (AC Level 1 & Level 2) can be found at <http://www.dgs.ca.gov/dgs/about/parking.aspx>.
- Additional information on DGS EV parking policies can be found at <http://www.dgs.ca.gov/dgs/about/parking.aspx> or by emailing the DGS Parking Unit at DGSOFParking@dgs.ca.gov or at 844-832-5423.