

# Regional Alternative Fuels Infrastructure Tools

## Scope of Work

### A. Objective

This project will build upon the 2022 Genesee-Finger Lakes Regional Fleet Electrification Study and the 2016 Genesee Region Electric Vehicle Charging Station Plan. The purpose of this project is to provide actionable and obtainable steps to support municipalities with the transition to alternative fuel vehicles such as all-electric and hydrogen. Supplemental resources and tools will be developed to guide communities in purchasing and installing alternative fueling station equipment, how to fund these projects, and best practices in fueling station policy, zoning, design, and siting.

### B. Background

The electric and hydrogen fuel industries are rapidly emerging nationally. Within the Genesee-Finger Lakes Region, huge strides have been made in the transition of personal vehicles from fossil fuels to alternative fuels. However, there are few resources for local communities on how to support the need for charging station installation, siting, design, and funding availability. In September 2022, the governor announced that all new passenger cars, pickup trucks, and SUVs sold in New York State are required to be zero emission by 2035. This will help the state reduce its greenhouse gas emissions by 85% by 2050. To meet the increasing demand for alternative fuel vehicles, communities will need to be ready to support them. These tools will provide guidance to municipalities to ensure that they are prepared.

The Regional Alternative Fuel Vehicle Infrastructure Tools project will provide supplemental resources to support the transition to alternative fuel vehicles such as all-electric and hydrogen. These tools will support the growing number of municipalities that are considering the switch to alternative fuels for their fleet vehicles fleets and are committed to supporting their residents and businesses who are also making the switch. These easy-to-follow tools and resources will be in the form of handouts, infographics, videos, and training sessions to ensure that all communities in the region, no matter their size, can capitalize on the transition to alternative fuel vehicles.

### C. Tasks

**Task 1 – Establish a Steering Committee:** A steering committee will be comprised of local experts and stakeholders. The steering committee will help direct the project by identifying important resources, gaps, and opportunities for expanding alternative fuels in the Genesee-Finger Lakes Region and supporting municipalities, residents, and businesses. The steering committee will review and provide input on deliverables.

**Task 2 – Conduct Inventory and Analysis of Alternative Fuel Station Locations:** Map all alternative fuel charging station locations in the region and identify gaps. Review available regional and state resources for installing, purchasing, and funding alternative fueling station

projects, and review best practice resources from across the country on alternative fuel station policy, zoning, design, and siting. This task will also include coordinating with the region's utility companies and reviewing their hosting capacity maps to get a good understanding of where EV charging stations could be added to the network.

**Task 3 – Conduct Municipal Survey:** Survey the 188 municipalities in the region on their upcoming or recent alternative fuel station installation projects. The purpose of the survey is to learn their site review processes and understand what aspects of that process were or were not successful and what the outcomes were. It is important to learn from municipalities that do not have any alternative fuel stations or have not considered these types of projects in terms of understanding what is holding them back.

**Task 4 – Develop Draft Resources:** Use the information gathered in Tasks 2 and 3 to create guidance for the deployment of alternative fueling infrastructure in the form of checklists, infographics, maps, photos, video clips, etc. These tools will support a more streamlined process for the installation of charging stations. Review the 2016 Genesee Region Electric Vehicle Charging Station plan to make recommendations on where new fueling stations should be sited in each county. Format tools and resources for posting on the Genesee-Finger Lakes Regional Planning Council website.

**Task 5 – Provide Training Sessions:** Develop training module(s) for delivery at the Genesee-Finger Lakes Regional Local Government Workshop. These training modules will be geared toward municipal leaders and boards to help them make informed decisions about funding, installing, and siting alternative fueling stations and vehicles.

## D. Products

1. Guidance and resources concerning alternative fuel infrastructure, including an executive summary and supporting technical documentation.
2. Local Government Workshop training materials.
3. Alternative fuel station location recommendations map.

## E. Public Participation Plan

Per the GTC Public Participation Policy, this project is classified as a Technical/Data Collection Project. Accordingly, no public input activities are required or will be undertaken.

## F. Schedule

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|---|-----------------------------|
| 1. Scope of work approved                   | April 2023                  |
| 2. Project initiation meeting               | July 2023                   |
| 3. Inventory and analysis completed         | August-September 2023       |
| 4. Municipal survey conducted               | October-November 2023       |
| 5. Resources/tools created                  | December 2023-February 2024 |
| 6. Draft alternative fuel station locations | March-April 2024            |

- 7. Training
- 8. Final resources/tools completed
- 9. Financial closeout

May 2024  
 July 2024  
 August 2024

**G. Project Budget**

Sources of Funds		Uses of Funds	
	<u>FY 2023-24</u>		<u>FY 2023-24</u>
<u>Federal Funds</u>		<u>GTC</u>	
FHWA	\$20,050	Staff	\$0
FTA	0	Contractual	0
Subtotal	<u>\$20,050</u>	Subtotal	<u>\$0</u>
<u>Matching Funds</u>		<u>Other Agency</u>	
State (In-kind)	\$0	Staff	\$20,050
Local (In-kind)	\$2,050	Contractual	0
Local (Cash)	0	In-kind Exp.	\$2,050
Subtotal	<u>\$2,050</u>	Subtotal	<u>\$22,100</u>
<u>Total</u>	<u><u>\$22,100</u></u>	<u>Total</u>	<u><u>\$22,100</u></u>