



Charge  p
eBus
Handbook



Hawaiian
Electric

Revised October 2022

A Message From Our President and CEO



Aloha mai kākou,

Our commitment to Hawai'i's clean energy transformation can be clearly seen in the growing number of renewable energy projects and rooftop PV systems across Hawaiian Electric's service territory. The push to end Hawai'i's dependence on fossil fuels has allowed the company to exceed its interim renewable electricity targets and help keep Hawai'i on track to be carbon negative by 2045. With the convergence of renewable energy growth and expansion of electric vehicles we have the opportunity to power our cars, trucks and buses by the sun and the wind. Hawaiian Electric is hard at work electrifying the transportation sector.

We are proud of our efforts to date, including the ongoing deployment of company-owned public chargers on O'ahu, Hawai'i Island, Maui and Moloka'i to help ease "range anxiety" that some EV owners may experience. We are also leading by example with a pledge to have every sedan, SUV and minivan in Hawaiian Electric's fleet be plug-in electric by 2035. Our next target is the electrification of bus fleets, which are not only cleaner and quieter than their diesel counterparts but also can produce significant savings for fleet owners. Hawaiian Electric's new Charge Up eBus pilot program will help bus operators make the switch from diesel to electric by reducing the upfront cost of charging equipment and providing a trusted advisor in the transition.

This handbook provides a comprehensive overview of the program and walks prospective participants through the application process. We encourage bus operators to participate in the pilot, which will inform the design of a potential full-scale program. By providing a clean, emission-free transit alternative we can improve the quality of life in communities across our service territory, including residents in our population centers and children on school buses who are particularly vulnerable to the effects of diesel exhaust.

Shelee Kimura
President and Chief Executive Officer
Hawaiian Electric



The transportation sector will play an important role in supporting Hawai'i's commitment to be carbon negative by 2045. In particular, electric buses (eBus) can provide equitable access to the health, environmental, and economic benefits of electric vehicles. Hawaiian Electric's Charge Up eBus Pilot (also referred to as the "Pilot") complements Hawai'i's carbon neutrality goal and renewable portfolio standard by providing no-cost electric vehicle (EV) charging infrastructure to eligible customers. The primary objectives of the three-year Pilot include:

- ◆ Install Make-Ready Infrastructure to support the installation of eBus charging equipment
- ◆ Enable and accelerate the electrification of bus fleets in Hawaiian Electric service territories
- ◆ Improve renewable energy integration through bus charging on the eBus tariff

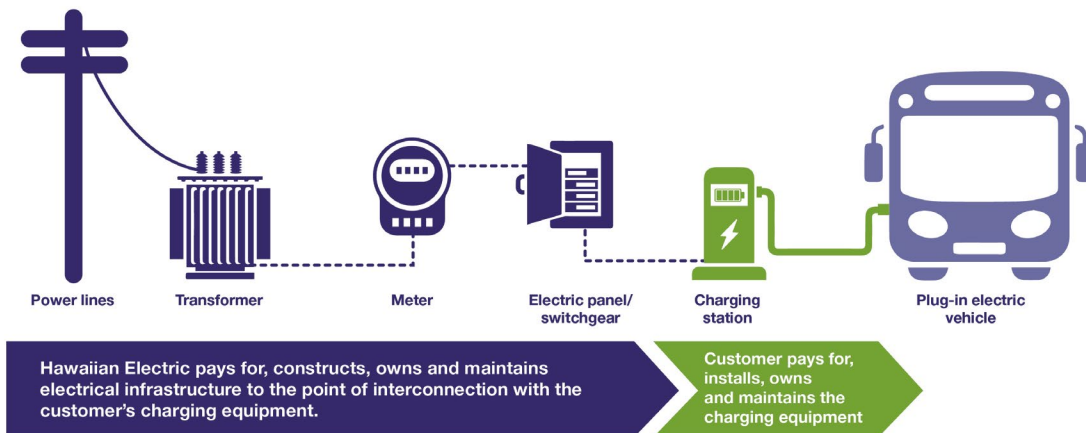
This handbook outlines the policies and processes of the Pilot. Hawaiian Electric may at its sole discretion modify, update, add to, remove, or otherwise change this handbook as it deems necessary.

HOW THE PILOT WORKS

The infrastructure required to support the installation of EV charging equipment typically represents a sizable investment. Under the Pilot, Hawaiian Electric will pay for and install the infrastructure necessary to support the installation of EV charging equipment, thereby reducing the total cost and complexity of eBus ownership to the Participant.

Traditionally, Hawaiian Electric is responsible for providing electric service up to the utility side of the meter, while the customer is responsible for designing, procuring, installing and maintaining the necessary equipment on its side of the meter. Through this Pilot, Hawaiian Electric will also provide infrastructure on the customer side of the meter, from the meter socket up to an agreeable point(s) of interconnection with the charging equipment. Altogether, this Make-Ready Infrastructure will typically include a transformer upgrade (if necessary), service drop, meter panel/socket, circuit panel, conduit, and wires up to the point(s) of first interconnection with customer-procured charging equipment. Participants are responsible for the selection, purchase, and installation of EV charging equipment that meets Hawaiian Electric's technical requirements.

Figure 1: Make-Ready Infrastructure



¹ See Decision and Order No. 37769 ("D&O 37769"), filed May 7, 2021 For Approval of the eBus Make-Ready Infrastructure Pilot Project

Eligible Applicants are non-residential Hawaiian Electric customers that own or lease the participating site (with at least 10 years remaining on their lease), and must be the customer of record for the site meter where the charging equipment for eBuses will be installed. Applicants that do not own the site where the charging equipment will be installed must obtain the Property Owner's consent to install the Make-Ready Infrastructure and charging equipment, and to grant any required easements. Applicants must also procure or convert at least one eBus and procure and install all bus charging equipment.

Proposed sites must meet the following criteria:

- ◆ Located on O'ahu, Maui, Moloka'i, Lāna'i, or Hawai'i Island
- ◆ Serve as the primary charging location for all participating vehicles and charging equipment
- ◆ Include an appropriate and sufficient location to cost-effectively install Make-Ready Infrastructure and qualified charging equipment, based upon parameters including proximity to transformers, length of required trenching, available transmission and distribution capacity and facilities as determined by Hawaiian Electric
- ◆ If there are any potential environmental, land use or other permitting issues such as existing contamination, flooding, or zoning concerns they must be identified and addressed appropriately to Hawaiian Electric's satisfaction; written documentation confirming the resolution of such issues may be required
- ◆ Grant access and utility easement rights to Hawaiian Electric for work related to engineering assessments, installation, construction, testing, operation, maintenance, repair, replacement, and removal of the Make-Ready Infrastructure

Hawaiian Electric will review and approve each application received based on several factors, including but not limited to the following:

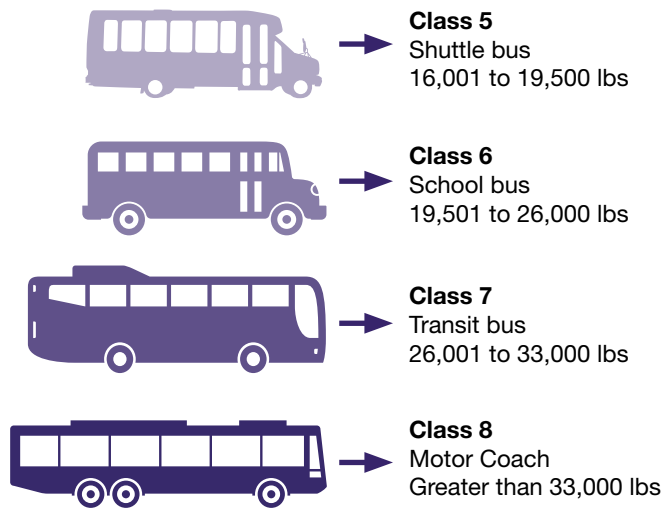
- ◆ Number and timing of acquisition or conversion of eBuses over the 10-year term of the Participation Agreement
- ◆ Size of the Applicant's existing fleet
- ◆ Overall complexity and cost of the project
- ◆ Level of remaining Pilot funds

QUALIFYING ELECTRIC VEHICLES



Hawaiian Electric’s Pilot provides EV charging infrastructure to support Class 5-8 plug-in eBuses for sites located on O’ahu, Maui, Moloka’i, Lāna’i, or Hawai’i Island. This includes shuttle, school, transit and motor coach buses. Participants will be required to lease, purchase, or convert at least one vehicle to electric in order to be considered for participation in the Pilot. Qualified eBuses must be procured after May 7, 2021, and no later than 30 days following execution of the Participation Agreement. Any eBuses procured or converted prior to the Public Utility Commission’s approval of the Pilot, between July 10, 2020 - May 6, 2021, will be considered on a case-by-case basis.

Figure 2: Vehicle Classes for Eligible eBuses



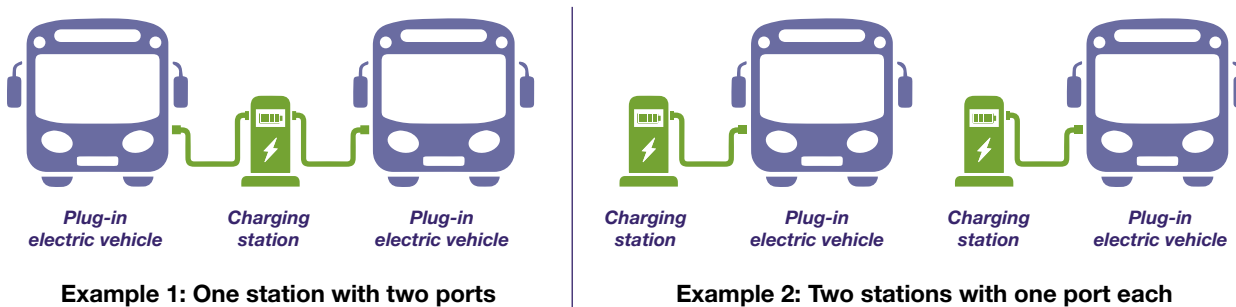
Opportunities to save on an eBus:

- ◆ Visit the State Energy Office’s website for information on the [Diesel Replacement Rebate](#), or to join the [VW Settlement mailing list](#) for updates on upcoming funding assistance.
- ◆ Learn about the [U.S. EPA Diesel Emission Reduction Act \(DERA\) Program](#) and [Clean School Bus Program](#).

QUALIFYING EV CHARGING EQUIPMENT

The Pilot will provide Make-Ready Infrastructure for two Level 2 or DC fast charging ports. Inclusion of up to two more ports will be considered on a case-by-case basis if funding is available. Participants who plan to install additional ports will be responsible for the difference in cost for the additional service capacity, equipment, and infrastructure.

Figure 3: Examples of Charging Port Configurations



Charging equipment must comply with technical standards established in the Charging Equipment Registration form. If the equipment selected by a Participant does not comply with those standards, Hawaiian Electric will work with the Participant to determine if the equipment can otherwise be approved for use under the Pilot. The customer must perform the appropriate testing/certification and submit to Hawaiian Electric.

Requirements under the Charging Equipment Registration form include:

- ◆ **Port-level Network Communications (five years)**
All EV charging equipment for eBuses associated with the Pilot must have charging-port-level networked common communication capabilities through Participant Wi-Fi or cellular connection. It must also be capable of recording 15-minute interval energy consumption data. Participants are required to contract with an EV charging network provider to establish network communications with each charging port and maintain those communications for five years. Participants are required to pay any related costs or fees resulting from such services.
- ◆ **Monthly Data (five years)**
Participants, or their network service provider at the Participants' direction, are also required to provide Hawaiian Electric with usage and other related data associated with the charging equipment. The required information must be electronically transmitted to Hawaiian Electric on a monthly basis in the prescribed format defined in the Charging Equipment Registration form. Aggregated data will be made publicly available as part of Hawaiian Electric's reporting to the Public Utilities Commission (PUC) and various industry stakeholders and may be used to identify potential load management opportunities and enhance vehicle-to-grid integration opportunities for future utility initiatives.

Incentives for Charging Equipment:

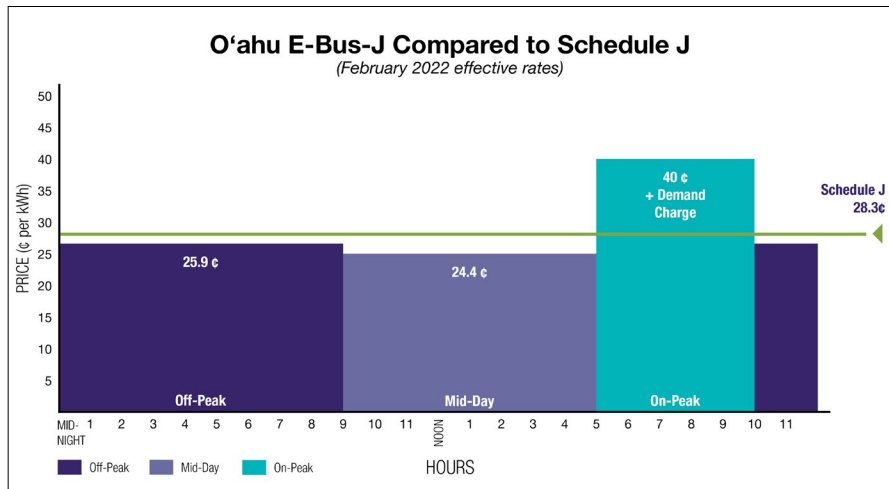
- ◆ Visit [Hawai'i Energy](#) for information on their EV Charging Station Rebate program.
- ◆ The [Alternative Fuel Vehicle Refueling Property Credit](#) can offset 30% or up to \$30,000 of the cost of your charging equipment.

The Make-Ready Infrastructure will take electric service under a new separately metered account. The Participant is responsible for billed energy use on the meter. All eBus charging is required to be served on an applicable time-of-use (TOU) rate for the full 10-year term of service. Rates may be subject to change.

◆ **Schedule E-Bus-J and E-Bus-P**

Schedules E-Bus-J and E-Bus-P are separately metered for eBus charging only, and is available to commercial customers on O’ahu, Maui, and Hawai’i Island. They require the presence of a host meter that is located at the same facility, and billed to the same account holder. The host meter must be on a corresponding commercial rate, Schedule J or Schedule P. Demand charges are applied to Schedule E-Bus-J and E-Bus-P when demand is in excess of the host meter during the On-Peak period (5 p.m. – 10 p.m.)

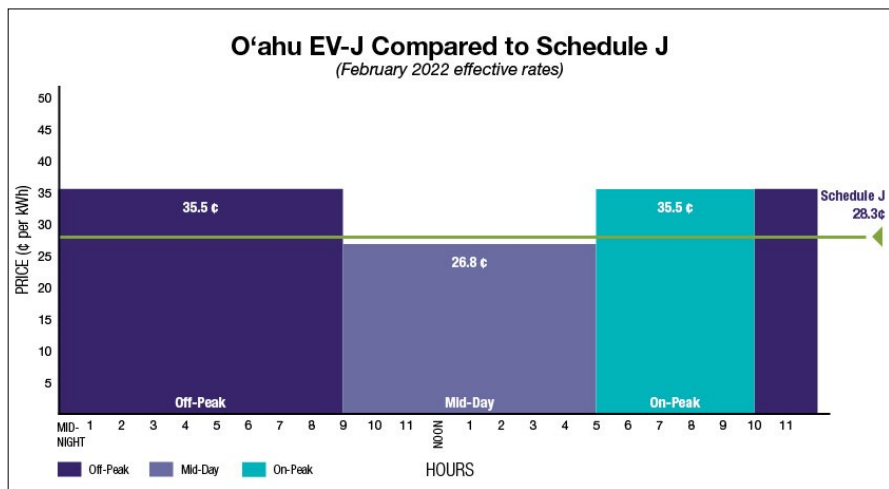
Figure 4: Illustrative Example of Schedule E-Bus-J and Schedule J on O’ahu



◆ **Schedule Commercial EV-J and Commercial EV-P**

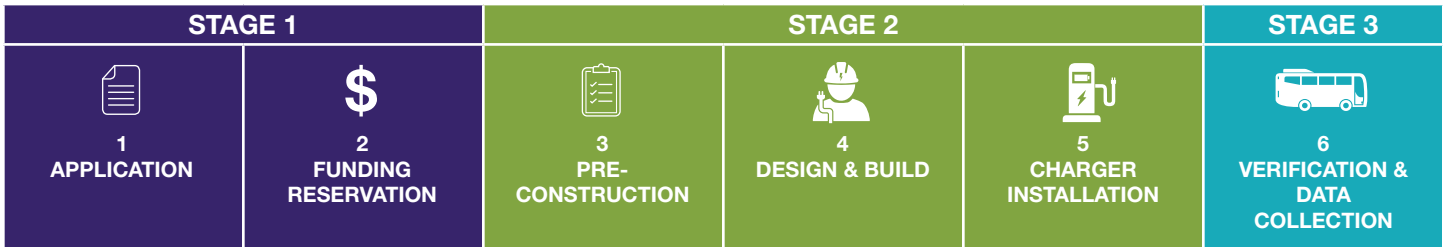
Schedules Commercial EV-J and Commercial EV-P are separately metered for electric vehicle charging at commercial facilities in Hawaiian Electric service territories. Demand charges applied to Schedules Commercial EV-J and Commercial EV-P are significantly lower than Schedule J and P.

Figure 5: Illustrative Example of EV-J and Schedule J on O’ahu



The activity chart below outlines the steps from submitting an application, through the routine operation and maintenance of the EV charging equipment. Each step in the process is more fully described in this section of the handbook and summarized in Appendix B.

Figure 6: Pilot Process



1. Application

Hawaiian Electric will have an open application period during the first two months following Pilot launch. During the 30 days following the application period, the company will review applications based on a number of factors, including but not limited to, the number and timing of acquisition or conversion of eBuses during the 10-year term of the Agreement, the size of the Applicant’s existing fleet, overall complexity and cost of the project, and level of remaining Pilot funds. If there are any funds remaining, thereafter, completed applications will be reviewed on a rolling basis by order of receipt.

A. Customer Application

Eligible customers that wish to apply are required to submit a completed Charge Up eBus Application and supporting documents. The Application and other forms are linked in Appendix A.

The application process includes gathering information about the customer’s eBus acquisition forecast and related charging equipment plans. Applicants must also provide the following information:

- ◆ Site plan or aerial image with annotations for:
 - Proposed location of charging equipment including power cabinets and dispensers, if applicable
 - Parking configuration for buses
 - Proposed location of new utility meter for charging equipment
 - The identification of any restricted-access areas to which Hawaiian Electric would not have 24/7 access for construction and maintenance of Make-Ready Infrastructure
- ◆ Land agreement if leasing
- ◆ Identification of any known or suspected potential environmental, land use or other permitting issues such as existing contamination, flooding or zoning concerns, and any documents that discuss these issues.

Selecting the location for the charging equipment may include the following considerations:

- ◆ Close proximity to the electric facilities currently serving the site
- ◆ Vehicle flow to prevent the charging location from impeding through traffic
- ◆ Adequacy of parking to serve the number of vehicles that will be routinely charged
- ◆ Labor restrictions that may prevent drivers from backing up vehicles, thus requiring a drive-through configuration
- ◆ Future charging needs beyond the initial deployment
- ◆ Type of charging equipment, the charging port-to-vehicle ratios and parking configurations surrounding the charging equipment (e.g. radial, rows, etc.)
- ◆ Configuration of charging equipment themselves (e.g. overhead systems, pedestal-mounted, wall-mounted, in-ground, etc.)
- ◆ For DC fast charging, the proximity of charging ports to the power conversion units (PCU), as applicable.
- ◆ Any potential environmental, land use or other permitting issues such as existing contamination, flooding, or zoning concerns.

Applicants are encouraged to review the charging equipment requirements outlined in the Charging Equipment Registration form, Grant of Easement Template, and Participation Agreement. Applicants are responsible for notifying Hawaiian Electric of any other infrastructure projects that are planned or underway at the site as they could impact the designs provided by Hawaiian Electric. Applicants that lease the property will need to communicate with the Property Owner to verify and share information including the Grant of Easement Template. If the Applicant has already decided which charging equipment it plans to purchase, a copy of the charging equipment product specification sheet(s) should be submitted with the application and the Charging Equipment Registration form.

Applications will be accepted until Hawaiian Electric closes the Pilot due to funds being fully subscribed or exhausted, or for any other reason, at Hawaiian Electric’s sole discretion. Applications that are approved to move forward will receive an eBus Application Number, which should be referenced in the email subject line in correspondence and when submitting additional documents.

2. Funding Reservation

Pilot funds will be reserved for each approved application following the completion of the activities outlined below.

B. Project Site Evaluation

A site visit will be scheduled to evaluate the site and develop a conceptual infrastructure design (conceptual design). Hawaiian Electric will request that someone familiar with the site, the vehicles and the proposed project (typically the facility manager or yard manager) participate in the site visit. Hawaiian Electric also recommends that the charging equipment supplier attend the site assessment, if possible. Hawaiian Electric will leverage site plans, sketches and drawings, and other documents provided by the Applicant to perform additional planning and design activities. Hawaiian Electric will identify where it will bring in power; where the charging equipment will be located; visually lay out the footprint of the planned

location for equipment; identify how conduits may be routed; look at and evaluate the area where the vehicles are going to charge; and develop a physical infrastructure layout. Hawaiian Electric will also evaluate the existing distribution infrastructure and the site's existing service connection. If feasible, Hawaiian Electric will use the site's existing service connection to reduce costs.

If the Applicant's proposed location for the installation of Make-Ready Infrastructure is more costly than other alternatives identified by Hawaiian Electric, the Applicant and Hawaiian Electric will discuss in good faith appropriate alternate locations for a more cost-effective installation. If an agreement cannot be reached, the application will not move forward.

C. Conceptual Infrastructure Design

Hawaiian Electric will conduct an environment assessment, prepare a site design and high-level cost estimates for the utility-side and customer-side Make-Ready Infrastructure, design, permitting and construction.

If the proposed project meets Pilot criteria, Hawaiian Electric will provide the conceptual design to the Applicant for approval. The Applicant (and Property Owner, if applicable) will be requested to accept and approve the design within 21 calendar days of receipt. If the conceptual design is not approved, the Applicant can work with Hawaiian Electric to reach agreement on an alternate layout or withdraw its application.

D. Participation Agreement

Following the Applicant's approval of the conceptual design provided by Hawaiian Electric, and Hawaiian Electric's decision to approve the project, the conceptual design will be attached to the Participation Agreement. An example of the Agreement and other forms are linked in Appendix A. Before executing the Agreement, the Applicant must commit to the specific eBuses and charging equipment that will be procured and installed as designated in the eBus Registration and Charging Equipment Registration forms. Hawaiian Electric will include these elements in the Agreement. The Applicant will have up to 14 calendar days to review, and execute the Agreement. If the Applicant is not the Property Owner, the Applicant will ensure that the Property Owner signs the document.

The Applicant may choose to withdraw its application or cancel any further participation in this Pilot upon providing notice to Hawaiian Electric at any time prior to submission of a signed Agreement. Once an Agreement is signed by the Applicant, and executed by Hawaiian Electric, Pilot funds will be reserved, and the Applicant's status moves to "Participant." Participants will be bound to the contractual obligations specified in the Agreement.

3. Pre-Construction Documentation

The following outlines key activities to be completed by a Participant following the execution of the Agreement.

E. Proof of Electric Bus Acquisition

Within 30 calendar days of the date funds are reserved for the project, the Participant will be required to provide proof of lease, purchase or conversion of a minimum of one eBus. Proof of acquisition can be satisfied by providing a scanned copy of the itemized purchase or lease agreements. The purchase, service, or lease agreement(s) must include:

- ◆ Execution Date
- ◆ Lease term (if leased)
- ◆ EV dealer(s) name and address
- ◆ Model numbers and quantity of EVs purchased, leased or converted
- ◆ Payment status (paid or payment terms)
- ◆ Expected vehicle delivery date

F. Proof of Charging Equipment Acquisition

Within 30 calendar days of the date funds are reserved for the project, Participants will be required to provide proof of purchase for ALL vehicle charging equipment designated for the Pilot.

Required documentation includes:

1. A copy of the purchase order, paid invoice or sales receipt for charging equipment (separately listed purchase price for the charging equipment from any installation costs). The receipt should include the purchase date, the make and model of the charging equipment, expected delivery date and individual unit pricing.
2. A copy of the Network Service Agreement for charging stations that will be used to fuel eBuses.

4. Design & Build

The design and build phase will commence following completion of the pre-construction commitments outlined above.

G. Hawaiian Electric Performs Detailed Site Design Work

Following the execution of the Agreement, and upon receipt of all required pre-construction commitments, Hawaiian Electric will procure services to draft detailed design plans.

To build on the established conceptual design, Hawaiian Electric may visit the project site to gather more detailed information needed to develop a technical site design. This work may include taking more detailed measurements and activities such as identifying any existing underground utilities or infrastructure that may impact the planned build location. Any significant changes deviating from the design originally presented will be discussed with the Participant. During this time, the Participant will also discuss rate options with Hawaiian Electric.

Hawaiian Electric will submit the final design of the Make-Ready Infrastructure to the Participant for approval. The Participant will complete the review and approval of the final design no later than 14 calendar days following receipt. Hawaiian Electric cannot move forward with any further construction-related activities until this sign-off is complete.

After receiving approval of the final design, Hawaiian Electric will finalize the plans and submit them to the authority having jurisdiction (AHJ) for plan check and permitting. If Hawaiian Electric receives feedback that requires major changes to the participant-approved design, they will be discussed with and agreed to by the Participant. Hawaiian Electric will prepare the legal description for the easement based on the final design.

H. Grant of Easement

The Participant is required to execute and notarize the Grant of Easement document, or, if the Participant is not the Property Owner, ensure that the Property Owner executes and notarizes the Grant of Easement document. The Participant shall return the original signed and notarized easement document and associated easement map to Hawaiian Electric within 30 calendar days from the date of receipt.

Participants are required to return the original signed and notarized Grant of Easement document to Hawaiian Electric following the directions provided. The original signed and notarized Grant of Easement document is needed so that it may be recorded at the State of Hawai'i Bureau of Conveyances or filed in the Assistant Registrar of the Land Court of the State of Hawai'i. The Bureau of Conveyances and Assistant Registrar Land Court of the State of Hawai'i will not record copies or PDF documents.

Once received, Hawaiian Electric will have the executed Grant of Easement document recorded or filed with the appropriate office. Hawaiian Electric will not move forward with any further construction-related activities until the necessary easements have been granted.

I. Hawaiian Electric to Request & Secure Permits

Hawaiian Electric will submit its construction plans to the AHJ to secure all necessary reviews, approvals and permits for the work it performs. If the AHJ requires the Participant and/or Property Owner to sign permit application documents, Hawaiian Electric will work with the Participant to submit the applications.

Hawaiian Electric must obtain all necessary easements and permits before Hawaiian Electric can initiate any construction work. After permits are obtained, Hawaiian Electric will provide the Participant with the information necessary to establish a new Hawaiian Electric service account.

J. Construct Infrastructure

Hawaiian Electric will procure, construct, and maintain the necessary Make-Ready Infrastructure on both the utility side and the customer side of the meter up to an agreeable point(s) of interconnection with the Participant's charging equipment for the term of the Agreement. Once the construction is complete, Hawaiian Electric will provide the Participant with a Notice and Acceptance of Completed Make-Ready Infrastructure. The Participant must sign and return the form within 14 calendar days of receipt.

5. Participant Installs Charging Equipment

Procuring, permitting, installing and maintaining the charging equipment is the Participant's responsibility. The Participant's permit request should not occur prior to Hawaiian Electric receiving an approved permit for the Make-Ready Infrastructure. Hawaiian Electric's permit-approved drawings may be referenced for the Participant's charging equipment permit request.

K. Charging Equipment Installation

Participants will be required to install the vehicle charging equipment within 45 calendar days from the completion of the Make-Ready Infrastructure. Permit inspection will follow the installation of the charging equipment. Once the permit inspection for the charging equipment installation is complete, the Participant will notify Hawaiian Electric.

Within 14 calendar days after completing the charging equipment installation, Participants are required to provide copies of the following documents:

1. Final equipment installation invoice (the equipment purchase price must be separately listed from the equipment installation costs)
2. Updated Charging Equipment Registration form

6. Verification and Data Collection

Participants are required to adhere to all Pilot requirements. Additional requirements may apply to comply with future rates approved by the Public Utilities Commission. Hawaiian Electric will verify commitments in an ongoing manner to ensure compliance with participation requirements. These include:

L. Completion of Planned eBus Acquisitions

Hawaiian Electric will monitor the Participant's eBus acquisitions and conversions. The Participant is responsible for implementing the eBus acquisition plan reflected in the Agreement. This is an important component of the Pilot because of the significant infrastructure investments Hawaiian Electric will be making based upon the contractual commitments made by the Participants.

Participants will track and report eBus fleet growth over the 10-year Commitment Period. If for any reason, the volume or timing of delivery deviates from the Agreement, the Participant must notify Hawaiian Electric in writing of the deviation and the reason for Hawaiian Electric's consideration. Through Hawaiian Electric's annual vehicle acquisition survey, Participants will be asked to provide the make and model of vehicles acquired during that calendar year, and for information relating to the retirement of any eBus during that calendar year.

M. Compliance with 10-Year Operation of Charging Equipment Commitment

The Participant is required, at its own expense, to operate and maintain charging equipment in good working order at the originally installed location for at least 10 years. Within this timeframe, Participants must notify Hawaiian Electric of any upgrade or replacement of their equipment at any time with a qualified replacement provided that the Participant is responsible for all associated costs, and the new equipment is operated and maintained for the remainder of the 10-year duration.

N. Compliance with Five-Year Port-Level Data-Sharing Commitment

Participants will be responsible for contracting and payment of all costs associated with charging network services, which must be maintained for at least five years following the date the equipment is placed in service. For the five-year period, Participants and their network services provider must agree to provide Hawaiian Electric with usage data for each charging episode. On a monthly basis, the required data for all charging equipment deployed under the Pilot supporting eBus charging must be electronically transmitted to Hawaiian Electric in the defined format.

O. Compliance with Five-Year Vehicle Data-Sharing Commitment

Participants and their eBus original equipment manufacturer (OEM) must agree to provide Hawaiian Electric with access to daily mileage for each Bus. On a monthly basis, the required data for all eBuses deployed under the Pilot must be electronically transmitted to Hawaiian Electric in the defined format. Aggregated data will be made publicly available as part of Hawaiian Electric's reporting to the PUC and various industry stakeholders.

P. Other Data-Sharing Requirements

Participants choosing to install an energy system (e.g. photovoltaic, battery storage) under this Make-Ready service must provide generation data for five years.

Interested? Send us an email!

Have questions or want to discuss your transportation electrification plans?







Please visit hawaiianelectric.com/chargeupebus or email chargeup@hawaiianelectric.com for more information.

APPENDIX A: PILOT DOCUMENTS

Documents and forms can be downloaded by clicking on the links below:

- ◆ **Charge up eBus Quick Reference**
- ◆ **Charge Up eBus Application**
- ◆ **Participation Agreement**
- ◆ **Charging Equipment Registration**
- ◆ **eBus Registration**
- ◆ **Grant of Easement Template**

APPENDIX B: ENROLLMENT PROCESS & ESTIMATED TIMELINE

STAGE 1		
 1 APPLICATION SUBMITTAL	Start	A. Customer Application <ul style="list-style-type: none"> ◆ Customer submits a Charge Up eBus Application, and supporting documents ◆ Hawaiian Electric verifies for completeness and availability of funding
 2 FUNDING RESERVATION	6 months	B. Project Site Evaluation <ul style="list-style-type: none"> ◆ Hawaiian Electric conducts a site visit C. Conceptual Infrastructure Design <ul style="list-style-type: none"> ◆ Customer approves within <u>21 calendar days</u> of receipt D. Participation Agreement <ul style="list-style-type: none"> ◆ Customer submits eBus Registration and Charging Equipment Registration forms ◆ Customer executes the Participation Agreement within <u>14 calendar days</u> of receipt ◆ Hawaiian Electric reserves funding
STAGE 2		
 3 PRE- CONSTRUCTION	1 month	E. Proof of Electric Vehicle Acquisition <ul style="list-style-type: none"> ◆ Customer submits proof within <u>30 calendar days</u> of executing the Agreement F. Proof of Charging Equipment Acquisition and Network Services <ul style="list-style-type: none"> ◆ Customer submits proof within <u>30 calendar days</u> of executing the Agreement
 4 DESIGN & BUILD	7 months	G. Detailed Site Design <ul style="list-style-type: none"> ◆ Customer approves the final design within <u>14 calendar days</u> of receipt H. Execute and Notarize Grant of Easement <ul style="list-style-type: none"> ◆ Customer sends original signed and notarized easement document to Hawaiian Electric within <u>30 calendar days</u> of receipt I. Hawaiian Electric Obtains Permit for Infrastructure <ul style="list-style-type: none"> ◆ Once Hawaiian Electric receives permit approval for the Make-Ready Infrastructure, the customer may use the approved designs to begin its permit request for the charging equipment installation J. Hawaiian Electric Constructs Infrastructure <ul style="list-style-type: none"> ◆ Once the construction is complete, Hawaiian Electric will provide the customer with a Notice and Acceptance of Completed Make-Ready Infrastructure ◆ Customer submits the signed form within <u>14 calendar days</u> of receipt
 5 CHARGER INSTALLATION	2 months	K. Permit, Install and Commission Charging Equipment <ul style="list-style-type: none"> ◆ Customer receives permit approval* and completes installation, testing, and commissioning of charging equipment within <u>45 calendar days</u> of approving the Make-Ready Infrastructure ◆ Customer submits final documentation within <u>14 calendar days</u> of completing the installation
STAGE 3		
 6 VERIFICATION & DATA COLLECTION		L. Completion of Planned eBus Acquisitions M. Compliance with 10-Year Operation of Charging Equipment Commitment N. Compliance with Five-Year Port-Level Data-Sharing Commitment O. Compliance with Five-Year Vehicle Data-Sharing Commitment P. Other Data-Sharing Requirements as Applicable

GLOSSARY OF TERMS

Applicant: Eligible Hawaiian Electric customer on O‘ahu, Maui, Moloka‘i, Lāna‘i or Hawai‘i Island that submits an application for the Charge Up eBus pilot.

Authority Having Jurisdiction (AHJ): The responsible government entities having geographically-based jurisdiction that typically approve, inspect, and/or permit construction projects (e.g., City, County, Fire, etc.).

Charge Up eBus Application: The document requesting participation in the Charge Up eBus Pilot.

Charging Port: A physical connector that mates with the vehicle (e.g. a plug on the end of a cable) for charging purposes.

Charging Equipment: Set of equipment used to charge an eBus including a qualifying charging station and necessary ancillary components such as charging cabinets, dispensers, and charging ports required to meet the technical specifications set forth in the Charging Equipment Registration form.

Charging Equipment Registration: Provides the technical requirements for the charging equipment, including standards and minimum operational specifications. This form also specifies the charging data required to be provided under the Agreement. The submission and approval of this form is required prior to interconnection with the Make-Ready Infrastructure.

Commitment Period: The 10-year period during which the Participant must maintain all charging equipment in working order at the site. The Commitment Period will consist of any time remaining in the Pilot and any post-Pilot period necessary to complete the 10-year period.

Conceptual Design: Map and related documents, as applicable, depicting the basic proposed layout of the Make-Ready Infrastructure and charging equipment on the site. The conceptual design will be further developed into a final design after funds are reserved.

Customer Application: The document requesting participation in the Charge Up eBus Pilot.

Customer-Side Infrastructure: Electrical infrastructure, including conduit, wires, and equipment installed from the meter up to the Participant’s charging equipment.

eBus Application Number: Number assigned to Applicants that have submitted a complete application and supporting documents. This number shall be referenced in future correspondence and documents.

eBus Registration: The form by which the Participant provides Hawaiian Electric with the pertinent information pertaining to the newly acquired or converted eBus (e.g., eBus manufacturer, conversion company, eBus make/model, and date of procurement), and is hereby incorporated by reference.

EV (Electric Vehicle): A plug-in electric vehicle that is propelled by one or more electric motors and powered by an onboard battery pack.

Final Design: Detailed, engineered drawings specifying the construction of the Make-Ready Infrastructure and interface with the charging equipment on the site. The final design will be completed after the Participation Agreement is executed and prior to start of construction.

GLOSSARY OF TERMS

Grant of Easement: A contractual agreement executed between Hawaiian Electric and the Property Owner to grant a right of way for Hawaiian Electric to construct, maintain, operate, and repair any Make-Ready Infrastructure.

In-Service Date: The date when the charging equipment is installed and commissioned with the network service provider for data-collection services, and inspected and approved by the authority having jurisdiction.

Level 2 - (Charging): Medium power charging, typically delivered between 208 and 240 volts.

Make-Ready Infrastructure: All facilities to be located, designed, and installed by Hawaiian Electric up to an agreeable point(s) of interconnection with the Participant's charging equipment. The infrastructure may include, but is not limited to new transformers, services and meters, new panels, stepdown transformers, conduits, wires, connectors, and any other hardware installed by Hawaiian Electric on the site.

Network Service Agreement: A contractual agreement between a network service provider and a Participant for the purpose of providing networking services for the installed charging equipment.

Network Service Provider: The entity that will provide network services for the charging equipment installed at the site. The network service provider collects the port level data and other information which comply with Hawaiian Electric's Pilot requirements.

Notice and Acceptance of Completed Make-Ready Infrastructure: The form used by Hawaiian Electric to notify Participants that the construction of the Make-Ready Infrastructure is complete and provide electrical circuit numbers. The same form is subsequently used by Participants to convey their acceptance of the Make-Ready Infrastructure.

Participant: The non-residential Hawaiian Electric customer that has executed the Participation Agreement.

Participation Agreement - (Agreement): An agreement between Hawaiian Electric and the Participant that includes the terms and conditions for participating in the Pilot and is provided to an Applicant following Hawaiian Electric's determination that a project has been approved for the infrastructure work required for the installation of EV charging equipment.

Pilot: The Charge Up eBus Pilot, also referred to as the eBus Make-Ready Infrastructure Pilot Program, approved by the Hawaii Public Utilities Commission on May 7, 2021 as docket 2020-0098, which is designed to help Hawaiian Electric customers install the charging infrastructure needed to electrify their Class 5-8 buses.

Port-Level Data-Sharing Commitment Period: The five-year period commencing on the In-Service Date of the charging equipment during which the Participant must provide monthly data as described in the Charging Equipment Registration Form.

Property Owner: Individual or authorized representative of the entity holding title to the site where the charging equipment and Make-Ready Infrastructure will be located.

Service Account: An account associated with a particular on-site meter established by Hawaiian Electric upon customer request. To establish a new service account, the individual authorized on the account must submit the request in the application.

GLOSSARY OF TERMS

Site: The premises, owned, leased, or operated by the Participant where the Make-Ready Infrastructure and charging equipment will be installed.

Site Plan: The site plan is a birds-eye exhibit of a site with building footprints, roads, parking areas and other above-ground structures notated. May be an engineered drawing or may just be a satellite image with notes. A site plan (in .pdf file format) is required to be submitted with an application.

TOU (Time-of-Use) Rate: All TOU rates feature energy charges that vary based on the time of day. Some plans also include demand charges that are based on the maximum amount of electricity your business uses at once. For more information about TOU rate options, please visit our [website](#).

Utility-Side Infrastructure: All infrastructure from Hawaiian Electric's distribution system to a meter socket.

Vehicle Data-Sharing Commitment Period: The five-year period commencing on the In-Service Date of the eBus during which the Participant must provide monthly mileage data as described in the eBus Registration Form.