



Make Ready Incentive Application

Application Instructions

This application is required for participation in JEA Fleet Electrification Program make ready incentive offering for new or upgraded electric services. Make ready incentives are available to offset a portion of customer construction costs for certain eligible infrastructure upgrades necessary for charging electric fleet vehicles. The JEA make ready rebate offering is an adjunct to JEA's Rules and Regulations for Electric Service document (R&R), and is subject to the R&R, including R&R provisions on contribution in aid of construction.

To participate in the JEA Fleet Electrification Make Ready Incentive offering, please review the following steps:

- 1. Review the eligibility requirements and explanation of eligible costs before applying.
2. Complete the following sections of this Make Ready Incentive Application:
- JEA Customer Information - Include all required JEA customer and JEA account information for the fleet operator / owner / site host that will be the JEA account holder for the fleet facility.
- Site Owner / Developer - If the Make Ready Incentive Payee is an entity other than the JEA Customer complete this section.
- Project Information - Include facility type and operational characteristics of the electric vehicle charger(s) at the facility.
- Required Documentation Checklist - Include attachments of all necessary documentation listed on Page 3.
- Rebate Payment Information and Payment Release (only if rebate is going to a different party than the JEA Customer).
3. Complete a Form W9 (required). The latest version can be obtained from the IRS website (www.irs.gov/forms-pubs/about-form-w-9).
4. Retain a copy of all completed application forms and all required documentation, such as invoices and product specifications. Submitted applications will become the property of JEA. Please allow 4-6 weeks for your application processing following complete documentation submittal. Rebates will not be paid for ineligible or incomplete applications.
5. Application forms and required documentation may be submitted by email to jeafleetEV@jea.com

For more information contact us at:

JEA Fleet Electrification Program
Phone: (888) 855-0368 | Email: jeafleetEV@jea.com

JEA Customer Information

Customer Name JEA Account Number:
Primary Contact Name
Work Phone Cell Phone Email
Address 1 City State Zip
Address 2 City State Zip

Participant Information - Complete only if Make Ready Incentive payee is not the JEA Customer identified above.

Participant Name
Primary Contact Name
Work Phone Cell Phone Email
Address 1 City State Zip
Address 2 City State Zip

Project Information

Address of the L2 or DCFC Stations supported by the make ready infrastructure (If different than Customer, Site Owner/Developer information, enter below):

Same as: Customer Site Owner / Developer Other: JEA acct #:

Make Ready Incentive Application

Address 1

City

State

Zip

Address 2

City

State

Zip

Type of fleet facility:

Refrigerated Distribution

Non-Refrigerated Distribution

Manufacturing WH

Other:

Charger Location:

Garage

Parking Lot

Fleet Information

What is the size of your fleet you plan to electrify? (please breakout by light, medium, and heavy duty)

What is the purpose of your fleet? Please briefly describe:

Are the EV chargers supported by your make ready infrastructure for fleet use only?

Yes

No, please explain

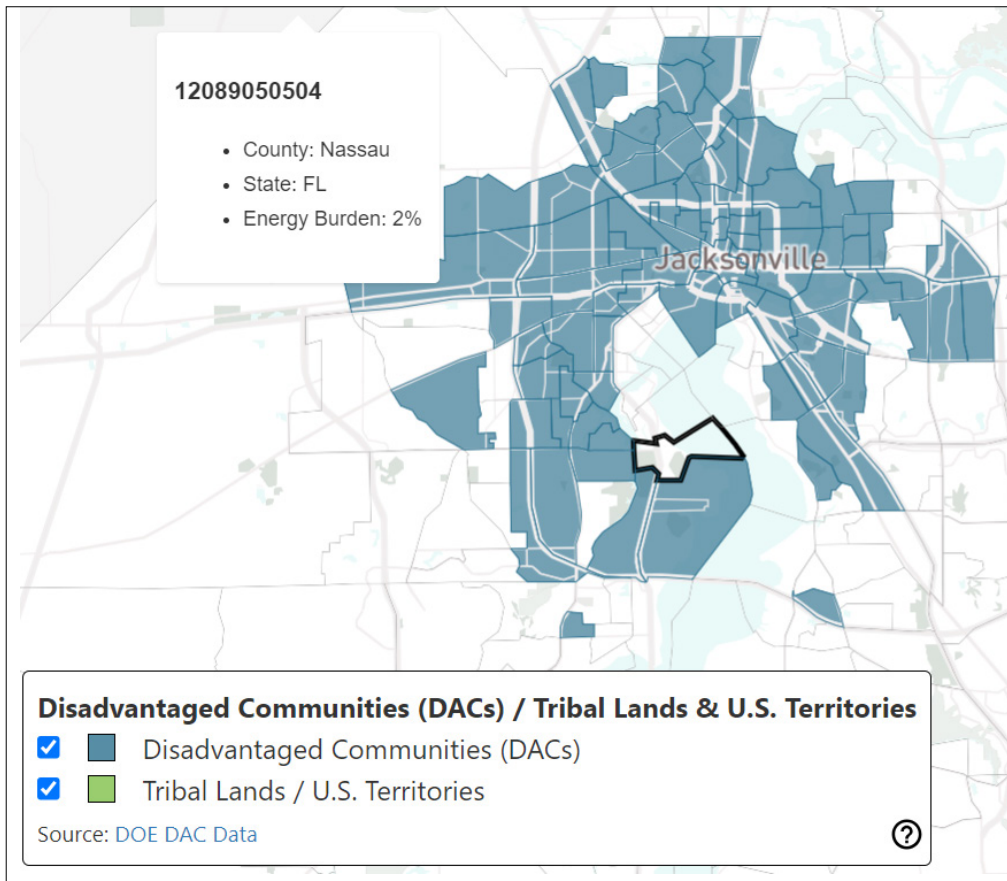
Please refer to the map below to answer the following questions.

Is proposed fleet charging site located in a disadvantaged community?

Yes

No

Do not know



Please refer to the map on the previous page to answer the following questions.

Does your fleet operate within or adjacent to a disadvantaged community (DAC) in the Jacksonville area? Yes No

If you answered yes, please estimate the percentage of miles your fleet vehicles travel within or adjacent to one of the disadvantaged communities as depicted in the adjacent map.

- 0-25% of fleet miles traveled is within DAC in the Jacksonville metro area.
- 26-50% of fleet miles traveled is within DAC in the Jacksonville metro area.
- 51-75% of fleet miles traveled is within DAC in the Jacksonville metro area.
- >75% of fleet miles traveled is within DAC in the Jacksonville metro area.

Please indicate whether the Customer or Participant receiving the incentive is either of the following:

- Disadvantaged Business Enterprises (DBE)
- Minority Woman Owned Business Enterprises (MWBE)
- Not Applicable

Please estimate the percentage of this facility's electric fleet vehicle charging that will occur within JEA's Electric Service Area.

- 0-25% of fleet charging will be within JEA's Electric Service Area
- 26-50% of fleet charging will be within JEA's Electric Service Area
- 51-75% of fleet charging will be within JEA's Electric Service Area
- >75%% of fleet charging will be within JEA's Electric Service Area

Charging Stations Supported by Make Ready Infrastructure (enter TBD if still selecting equipment)

Type	Manufacturer and Model	Number of Stations	Number of Plugs	Plug Type (SAE JPlug, CCS, CHAdeMO, Other)	Charging Output per Plug (kW)	Number of Plugs Capable of Simultaneous Charging and Output per Plug kW)
Level 2						
DCFC						

Fleet Charging Station Utilization

What is the estimated peak charging load (kW) that your make ready infrastructure supports?

What is the estimated daily, hourly and/or annual utilization per Level 2 charger?

What is the estimated daily, hourly, and/or annual utilization per DC fast charger?

Powerclerk Project Number:

What is the charging management hardware and/or software do you intend to use (enter TBD if still selecting):

Will EV supply equipment be bi-directional at present, in the future, or exclusively load? (List one)

Other notes regarding project description (any co-located storage, features unique to site, etc.). Please enter below:

Installation Contractor(s) Information

Contractor Business Name

Primary Contact Name

Work Phone

Cell Phone

Email

Project Cost Information

Please total your make ready costs that are eligible for the Make Ready Incentive. Refer to the Make Ready Incentive Eligible Costs Section on page XXX.

Please estimate your Make Ready Incentive.

Required Documentation

1. Itemized invoices showing the costs the customer incurred for customer-side responsibilities for make-ready infrastructure: Please show separately the itemized costs for all material and labor for all primary and secondary electrical construction work performed by the participant up to the meter. Includes primary and secondary work performed by contractor up to the meter only. If CIAC applies, make a note of the quantity on the invoice as it is an eligible cost.
2. Site plan with location of chargers (either installed or to be installed) including distance from upgraded or new services
3. Complete W9 Form

Rebate Payment Information

Mail rebate check to: JEA Customer Address Other (complete release below)

Rebate check reference (15 character maximum)

Payment Release Information (if rebate is to be directed to someone other than customer indicated on Page 1)

Important: Only complete this section only if rebate check is to be directed to someone other than the customer indicated on Page 1.

Check should be payable to:

Payee: Business Name	Contact Phone Number		
Payee Mailing Address	City	State	Zip

Eligibility Requirements

1. Customer must have an active JEA non-residential electric service account (General Service, General Service Demand or General Service Large Demand) Updated 11/21/2022 (FY23) V1.2)
2. Customer intends that equipment included with any application to the Program is for use at Customers' facility located within JEA electric service territory
3. Make ready infrastructure is to support EVSE equipment intended for fleet electrification
4. Customer authorizes Resource Innovations access to Customer's JEA electric service account history for the sole purpose of assessing and approving applications submitted to the Program.
5. Customer must provide supporting documentation for all make-ready submitted to the Program as determined by Resource Innovations and agree to a post inspection.

How did you hear about the JEA Fleet Electrification Program?

Account Executive	Newspaper Ad	Vendor/Contractor	Bill Insert
JEA Electronic	Newsletter/Other	Magazine Ad	JEA Website

Terms and Conditions

This Make Ready Incentive Application sets forth the participation requirements for customers wishing to take advantage of JEA's Fleet Electrification Program Make Ready Incentive offering ("Program"). By signing, the customer named in the Customer Information section or participant named in the Participant Information section ("Customer") is agrees to comply with and be bound by these terms. The Program is sponsored by JEA and administered by Resource Innovations, Inc. ("Program Administrator").

Effective dates

Incentive funds are limited and are subject to funding availability. Incentives are offered until approved funds are exhausted or September 30th of each year, whichever comes first.

Make Ready Incentive Application review process

JEA and Service Provider will Make Ready Incentive Applications in the order received and reserve the right to make final decision on eligibility and approval.

Applications are accepted on a first-come, first-served basis until the conclusion of the Program term, or until Program funds are no longer available, whichever occurs first.

Applicants who submit incomplete Make Ready Incentive Applications will be notified of their deficiencies upon review of the Make Ready Incentive Application and could experience delays in the approval process until all requested information is submitted. Customers are encouraged to call (888) 855-0368 or e-mail jeafleetEV@jea.com if they have any questions about qualifications.

Verification

By signing this Make Ready Incentive Application, the undersigned Customer authorizes and acknowledges that JEA, Service Provider, and the Customer's fuel supplier, if any, may duplicate, disseminate, release and disclose Customer's information relating to Customer's Make Ready Incentive Application (including the entirety of its contents), and any other information related to the Customer's participation in the offering, including but not limited to account information and billing data, energy usage and tax identification numbers to third parties in order to:

- To verify eligibility for participation in the Program;
- To review and process this Make Ready Incentive Application and the information contained herein.

Any Customer receiving an incentive may be contacted by an evaluator to verify service/equipment installation or be asked to complete a separate customer survey.

Terms and Conditions (cont.)

Evaluation, measurement, and verification

The JEA Fleet Electrification Program may be evaluated annually by an independent third-party evaluator, or undergo an internal audit process. The customer's completed project may be selected for evaluation.

Depending on the nature of the project, evaluation may include measurement and verification (M&V), the process of monitoring, measuring and/or verifying data related to equipment operation and fuel consumption. Upon reasonable notice, the customer agrees to participate fully in the evaluation process by allowing access to the facility where the project took place and providing information and access to data required for M&V to the offering evaluator.

Tax liability

Incentives may be taxable under federal and state tax codes and, if more than \$600, will be reported to the IRS unless the Customer provides acceptable proof that it is exempt from payment of such applicable taxes. Customer is solely responsible for payment and reporting with respect to Customer's taxes. In any event, neither JEA or Service Provider, is responsible for providing legal or accounting advice regarding any taxes that may be imposed on your business as a result of your receipt of Incentives. Customer should consult with its tax accountant or advisor regarding potential tax liability.

Customer must provide a federal Employer Identification Number (EIN) as a condition of participation and payment of incentives through the offering.

Disputes/governing law

This Make Ready Incentive Application shall be exclusively governed by and interpreted in accordance with the laws of the State of Florida. Any litigation between the parties shall be prosecuted only in the state or federal courts located in Duval County, Florida.

Toxic materials

Neither JEA, Resource Innovations, nor their consultants, Neither JEA, Resource Innovations, nor their consultants, contractors and/ or subcontractors shall have any responsibility for the discovery, presence, handling, removal, disposal of, or exposure to hazardous materials of any kind in connection with Customer's facility, including without limitation, asbestos, asbestos products, PCBs or any other toxic substances.

Limitations of liability

To the fullest extent allowed by law, JEA and Service Provider's total liability with regards to any services provided under the Program or other obligations under this Participation Agreement, regardless of the number of claims, shall be limited to the Customer's approved incentive amount for the related project. NOTWITHSTANDING ANYTHING IN THIS AGREEMENT TO THE CONTRARY, AND TO THE FULLEST EXTENT PERMITTED BY LAW, IN NO EVENT SHALL CUSTOMER, JEA, OR SERVICE PROVIDER BE LIABLE HEREUNDER FOR ANY TYPE OF DAMAGES, WHETHER INDIRECT, SPECIAL, INCIDENTAL, CONSEQUENTIAL, EXEMPLARY, RELIANCE OR PUNITIVE (EVEN IF ADVISED OF THE POSSIBILITY OF SUCH DAMAGES), INCLUDING, WITHOUT LIMITATION, LOSS OF USE OR LOSS OF PROFITS, WHETHER IN CONTRACT, INDEMNITY, WARRANTY, STRICT LIABILITY OR TORT, INCLUDING NEGLIGENCE OF ANY KIND IN CONNECTION WITH THIS AGREEMENT.

Customer hereby agrees to defend, indemnify and hold harmless JEA, Service Provider, and their respective affiliates, directors, employees, subcontractors, and agents (collectively the "Indemnified Parties" from and against any third party claims, damages, losses, liability, costs (including attorney's fees and expenses for bodily injury to any person (including death resulting therefrom and property damage ("Claims" arising out of or in connection with the Agreement, except to the extent such Claims are caused by the negligence or willful misconduct of an Indemnified Party.

Disclaimer

JEA, in its sole discretion, may change any of the terms and/or conditions of the JEA Fleet Electrification Program upon thirty (30) days written notice to Customer and/or Service Provider.

JEA does not guarantee timing to perform required site upgrade work or work associated with delivering necessary capacity, estimates provided are based on current conditions and these estimates will change over time. JEA does not guarantee that certain energy or cost savings will be achieved, and JEA does not expressly or implicitly warrant the performance of any equipment or service. JEA has no obligations regarding, and does not endorse or guarantee, any claims, promises, representations, or work made or performed, or equipment furnished or installed by any contractors, subcontractors, or vendors that sell or install measures. No warranty of any kind, whether statutory, written or implied (including warranties of fitness for a particular purpose or merchantability will apply.

Signatures

By signing below, I, the Customer Representative (and third party Participant receiving the incentive, if applicable) certify that:

1. I have the authority to enter into this Agreement;
2. I have read, understand, and agree to be bound by and comply with the terms set forth in this Program Agreement and such other terms as set forth in the JEA General Terms and Conditions;
3. The information provided to JEA or Program Administrator is true and correct and I will notify JEA immediately of any changes to the information.
4. I understand and agree that the project meets all eligibility requirements for which I am applying and JEA reserves the right to request additional information to verify Customer's eligibility.
5. If I have acquired a rebate payment on the basis of an inaccurate or fraudulent application or if I mistakenly receive an amount greater than I was authorized to receive, I will refund the money back to JEA.

By signing below, Customer authorizes the selections made in the Authorizations above, if any.

Customer Representative Printed Name	Signature
Title	Date
Participant Printed Name (if third party is to receive rebate)	Signature
Title	Date

Make Ready Incentive Eligible Costs

Make Ready is an incentive available to the Customer only if a new electric service or utility service upgrade is required to support their electrification plans. Total make ready funds are the lesser of \$15,000 or 60% of the customer's total project cost.

For the purpose of the JEA Fleet Electrification Program the term, "Make-ready" refers to costs that are normally the responsibility of the Customer for specific equipment and services that are required when a new large service or service upgrade is requested. It includes on-site electrical service infrastructure necessary to operate the charging stations that are typically the responsibility of the customer. Make-ready includes installation of ahead of the meter electrical infrastructure. Make ready does not include behind the meter electrical upgrades.

For example, if a new electric service or service upgrade is required to prepare a site for fleet ESVE, an eligible customer expense could be the cost of installing the transformer pad or trenching and re-paving secondary conduit for EVSE up to the meter. See Table 1 for examples of make ready costs eligible for the Make Ready Incentive. Incentives are available on a first come, first serve basis until funds run out.

Please refer to [JEA Rules and Regulations](#) for Electric Service for more information about the Contribution in Construction of Aid policy. See Table 1 for examples of make ready costs eligible for the Make Ready Incentive. See Figure 1 for a diagram depicting the JEA definition of make ready infrastructure and further explanation of make ready infrastructure and eligible costs.

Further details can be found in:

Figure 1: Diagram depicting the JEA definition of make ready infrastructure and further explanation of make ready infrastructure and eligible costs.

Table 1: Comprehensive list of eligible make ready costs that are customer responsibilities and the list of JEA responsibilities.

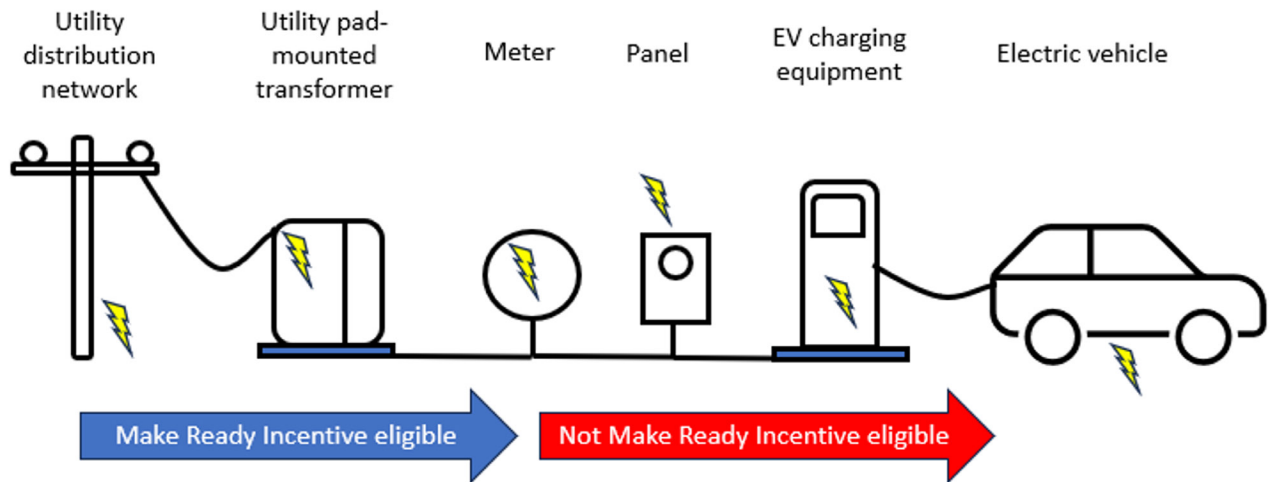
Table 2: Examples of make ready infrastructure costs eligible for the make ready incentive compared to other EVSE project costs that are ineligible.

Make Ready Incentive Eligible Costs (cont.)

Table 1. Examples of eligible make ready infrastructure costs

	Make Ready Infrastructure		Additional Project Components	
	Utility Side Responsibilities	Customer Side Responsibilities	EV Charger	Other Costs
Example	<ul style="list-style-type: none"> Provide and install transformer Provide primary conduit Provide and install meter (over 400A) Provide meter (if less than 400A) 	<ul style="list-style-type: none"> Provide and install transformer pad Install primary conduit Trenching and re-pavement Provide and install secondary conduit from transformer to meter 	<ul style="list-style-type: none"> Charging stations Networking equipment 	<ul style="list-style-type: none"> Bollard Maintenance Software fees Network
Incentives	*Make Ready Incentives are available to defray costs of the customer side responsibilities of up to \$15k or 60%, whichever is less.		*ERP may apply for eligible equipment and can provide a minimum of \$1,000 per Level 2 port or \$5,200 per DCFC port. EVSE projects that can estimate sufficient usage may qualify for additional rebate amounts approximately equal to \$0.05 x annual projected kWh.	

Figure 1. Diagram depicting Make Ready Infrastructure



Make ready incentives cover a portion of customer costs associated with work on the utility side of the meter. Make ready rebates are only available to customers upgrading an existing electric service or installing a new electric service to power EV charging equipment for fleet vehicle charging. Please note that eligible make ready work is located on the utility side of the meter. Incentive applications must provide itemized invoices sufficient to isolate and identify costs incurred for work up to and including the meter. For instance, secondary conduit and cabling from the transformer to the meter are eligible costs for the make ready incentive. Infrastructure installed after the meter in support of the EVSE is not eligible for the make ready incentive.

Make Ready Incentive Eligible Costs (cont.)

Table 2. List of Eligible Costs for Make Ready Incentive and typical JEA responsibilities

CUSTOMER RESPONSIBILITIES (paid for by customer, eligible for make ready incentives)	JEA RESPONSIBILITIES (paid for by JEA)
<u>Installation</u> of primary service conduit and manhole system (if applicable) including pull strings.	<u>Materials</u> : primary conduit, manholes if required, transformer.
<u>Installation</u> of transformer pad.	<u>Materials</u> : transformer pad.
Trenching and pavement repair associated with primary and secondary conduit installation up to and including the meter	<u>Materials</u> : primary conductors. Installation of transformer, pulling, and terminating primary conductors.
<u>Materials</u> : secondary conduit and conductors Installation of all secondary conduit, conductors, and terminations in meter enclosure.	Termination of secondary conductors in transformer
<u>400 A service or greater</u> : not responsible for meter enclosure, meter, or CTs	<u>Materials and Installation for new electric services 400 A or more</u> : meter enclosure, meter, CTs.
<u>Less than 400 A service</u> : Installation of meter box if new service size is less than 400 A.	<u>Materials</u> : meter if new service size is less than 400 A.
<u>CIAC</u> - contribution in aid of construction is payment for line side electric infrastructure necessary to support the customer maximum load if the connected load is not estimated to produce sufficient electric revenue to support JEA installation.	<u>CIAC</u> - contribution in aid of construction is determined by JEA Distribution Engineering based on electric sales estimated from the connected load of the new electric service connection. If sufficient connected load and estimated revenue exist the CIAC will be zero dollars.

Make Ready incentives apply to customers requesting new electric services or upgraded electric services only. Make ready eligible funding is limited to \$15,000 or 60% of the customer’s costs for eligible work defined in the table above. Customer invoices must clearly break out and itemize costs associated with eligible make ready work. Please refer to JEA Rules and Regulations for Electric Service for more information about the Contribution in Aid of Construction policy.

Table 3. Example of make ready infrastructure costs that are eligible for the make ready incentive compared to other EVSE project costs that are ineligible.

	Make Ready Infrastructure		Additional Project Components	
	Utility Side Responsibilities	Customer Side Responsibilities	EV Charger	Other Costs
Example	<ul style="list-style-type: none"> Provide and install meter (over 400A) Provide meter (if less than 400A) 	<ul style="list-style-type: none"> Install secondary conduit from transformer to meter 	<ul style="list-style-type: none"> Charging stations Networking equipment 	<ul style="list-style-type: none"> Bollard Maintenance Software fees Network
Incentives	*Make Ready Incentives are available to defray costs of the customer side responsibilities of up to \$15k or 60%, whichever is less.		*ERP may apply for eligible equipment and can provide a minimum of \$1,000 per Level 2 port or \$5,200 per DCFC port. EVSE projects that can estimate sufficient usage may qualify for additional rebate amounts approximately equal to \$0.05 x annual projected kWh.	

Make Ready Incentive Eligible Costs (cont.)

Sample Rebate Calculation Below:

SERVICE FOR EV CHARGERS - SAMPLE LINE ITEMS	SAMPLE COST
4-inch rigid conduit (80 feet) from transformer to meter	\$10,000
4/0 copper THHN 320 feet	\$10,000
Copper terminations (at transformer and meter)	\$150
4-inch EMT conduit (10 feet) from meter to panel plus set screw connectors	\$400
4/0 copper THHN 40 feet	\$1,250
Copper terminations (at meter and panel)	\$150
4/0 aluminum USE cable (400 feet) from panel to the EV chargers	\$3,500
Labor for installing conduit transformer to meter (80 feet)	\$6,600
Labor for installing conduit meter through the panel to the EV chargers	\$4,500
Trenching and pavement repair for installing conduit transformer to meter (80 feet)	\$5,000
Trenching from panel to EV chargers (100 feet)	\$6,250
Electrical permits	\$500
Tree and foliage removal and disposal	\$3,500
Sum of Materials Only	\$25,450
Materials Sales Tax (7.5%)	\$1,908.75
Sum of Non-Material Costs	\$28,850
Invoice Total	\$56,208.75
*Note: JEA Contribution In Aid of Construction (CIAC) Fee	\$0

Line items eligible for the Make Ready Incentives are highlighted in the invoice above.

Total Eligible Make Ready Costs (highlights): \$31,750

60% of Total Eligible Make Ready Costs: \$19,050

Lesser of \$150,00 or 60%: \$15,000

Make Ready Incentive: \$15,000