

Town of Franklin

355 East Central Street
Franklin, Massachusetts 02038-1352



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OFFICE OF THE TOWN ADMINISTRATOR

GREEN COMMUNITIES FINAL GRANT REPORT

NOTE: Final grant reports are due within 60 days after the completion of the project. All questions that arise during review of the final grant report by DOER must be resolved prior to final payment of grant funds.

DOER staff will conduct a site inspection of the project work. Please contact your Regional Coordinator to schedule a site inspection. Please take photographs of all completed work in case a virtual inspection is necessary. You can group all the pictures together in a compressed ZIP file.

This page can be signed and scanned and provided electronically with the rest of the Final Grant Report, including a *GC Grant Final Table* (in Excel format), photographs, invoices, payment details, utility incentive verification, other grant verification, and any other studies or reports funded by the grant (not already provided in progress reporting) to: Jane.pfister@mass.gov

Date of Final Report Submission:

5/11/2021

Name and Title of Person Submitting Final Report:

Alecia Alleyne

Signature of Person Submitting Final Report:

Alecia Alleyne

Project Description

Detailed Narrative:

As of March 2021, the Town of Franklin has completed its Green Communities grant work. The Town was originally awarded a total of \$30,000 in Green Communities grant funding, \$15,000 of which would go towards the purchase and installation of two electric vehicle charging stations and the remaining \$15,000 would be applied towards the purchase of two fully electric 2018 Nissan Leaf vehicles. In total the Town has purchased two 2018 Nissan Leaf electric vehicles from Milford Nissan in Milford, MA. The Town has also successfully installed four dual port electric vehicle charging stations. Three of the four stations were installed at the Town Hall building (355 East Central Street, Franklin MA) and one station was installed at the Franklin Public Library parking lot, located at 118 Main Street, Franklin MA.

The Town went out to bid for the Nissan leaf vehicles in late March 2021 and awarded the contract to Milford Nissan Corp. located at 320 East Main Street, Milford, MA 01757. The Town received three proposals for vehicles, one from Milford Nissan, one from Marlboro Nissan, and one from Boch Nissan South, the contract was awarded to the lowest bid that came in for the two cars, in this case it was Milford Nissan. The contract awarded the Town with one 2018 Model S40 Leaf for a purchase price of \$15,950.00 and one 2018 Model SV40 Nissan Leaf for \$16,150.00 for a total combined purchase price of \$32,100.00.

The Town of Franklin worked with Inovis Energy, Inc. to install a total of four dual port charging stations. The charging stations purchased and installed were Juicebar-600JB3.0-402C. Three charging stations were installed at the Municipal Building, located at 355 East Central Street, Franklin, MA and one charging station was installed at the Franklin Public Library parking lot located at 118 Main Street, Franklin, MA. The charging stations at the municipal building can charge up to 6 cars simultaneously, and 2 cars can be charging simultaneously at the Library.

As of March 25, 2021 both vehicles were purchased and the charging stations were live and available for public and municipal use. Our Green Communities project has come to its completion, and the Town of Franklin is extremely grateful for this grant opportunity. There were many lessons learned as a result of this project, working with National Grid and Inovis allowed the town to maximize its utility incentives and funding for the charging station installation projects. As for the purchase of the cars, we were originally going to purchase them through the state bid list but we found that it was more cost effective to go out to bid with local vendors and select the most affordable bids from the solicitation. Our charging stations are being used daily by employees and members of the public. We have also spent time training the employees who will be using the electric vehicles on how safely operate and charge the vehicles.

Procurement Process:

NISSAN LEAF VEHICLES: According to Chapter 30B (Supplies and Services) of Massachusetts General Law, the procurement of supplies and services estimated to cost between \$10,000 and \$50,000 requires the solicitation of at least three (3) written quotes from potential vendors. The Town of Franklin put out an RFQ for the purchase of two used Nissan Leaf electric vehicles, model year 2018 or newer with low mileage (<25,000 preferred), Carfax documentation and the vehicles must be certified Nissan Pre-Owned vehicles with warranty. These quotes were due March 24, 2021, the final quote information can be found in the link provided below. The winning bid went to Milford Nissan.

[Procurement - Nissan Leaf Quotes](#)

EV CHARGING STATIONS: According to Chapter 25A Section 14A of Massachusetts General Law, a state agency, building authority, local governmental body or the judiciary may contract for energy conservation projects that have a total project cost of \$100,000 or less, directly and without further solicitation, with electric and gas utilities, their subcontractors and other providers of such energy conservation projects authorized under sections 19 and 21 of chapter 25 and section 11G. The Town of Franklin worked with National Grid and utilized their incentive program to purchase and install the EV Charging stations at both the Municipal building and the public library.

[For more information on MGL Chapter 25A Section 14A click HERE.](#)

Project Photos

Photographs of the completed projects can be found in the link below. Upon project completion, 4 dual port electric vehicle charging stations were installed and two 2018 Nissan Leaf vehicles were purchased to be used primarily by the Towns Health, Building, and Assessing departments.

[Completed Green Communities Grant Project Photographs](#)

Name and contact information for staff member(s) responsible for verifying the satisfactory completion of the work:

1. **Mike D'Angelo**
Facilities Director
Email: dangelom@franklinps.net
2. **Pam Vickery**
Purchasing Agent
Email: pvickery@franklinma.gov
3. **Alecia Alleyne**
Assistant to the Town Administrator
Email: aalleyne@franklinma.gov

Appendix A: Invoices and payment documentation

Electric Vehicles - Two Nissan Leafs:

- Invoice and proof of payment for two used Nissan Leaf Vehicles purchased using Green Communities money.
 - [Click HERE for copies of invoice from Milford Nissan and the check written to Milford Nissan for the purchase of the two vehicles](#)

Electric Charging Stations:

- [Proof of payment - Account Inquiry MUNIS](#)
 - This attachment shows the money taken out of our designated Green Communities Grant Account to Pay Milford Nissan (\$15,000 for the 2 electric vehicles) and INOVIS Energy (\$15,000 for the 2 EV charging stations, one installed at the Municipal Building and one installed at the Library)
- [Invoice - Electric Charging Station Located at the Franklin Public Library](#)
- [Invoice - Electric Charging Station Located at the Franklin Municipal Building](#)

Appendix B: Updated "GC Grant Final Table.xls"

[Updated GC Grant Final Table - EV Charging Station & Electric Vehicles](#)

Appendix C: Outreach

To educate our community members about this project and our Green Communities designation the Town has sent out information to residents via our website and various social media platforms, we have also created a Green Communities information page on our website as an additional educational resource to residents.

- [Green Communities Information Portal](#)
- [Green Communities Grant Award Posting](#)
- [Green Communities Grant Award Announcement - September 2020 Newsletter](#)