

**MEMORANDUM OF AGREEMENT
BETWEEN THE
UNITED STATES POSTAL SERVICE
AND THE
ELECTRIC AUTO ASSOCIATION**

Subject: Electric Vehicle Charging Station Removal

PURPOSE:

To establish an agreement between the U.S. Postal Service (USPS) and the Electric Auto Association (EAA) listing the responsibilities of both parties that will lead to the removal of USPS owned electric vehicle charging stations by the EAA.

BACKGROUND:

The USPS owns 263 electric vehicle dual charging stations that are no longer in use due to cessation of their electric vehicle program. The EAA submitted a proposal to the USPS expressing an interest in approximately 80 of these charging stations, offering to remove the stations at no cost to the USPS. The EAA intends to re-use the equipment to provide free charging to electric vehicles at various public locations. This would be a community outreach effort that would serve to increase public awareness of electric vehicles, and to increase the usefulness and effective range of the electric vehicles that are presently on the roads in California and elsewhere.

USPS RESPONSIBILITIES

1. Provide EAA a spreadsheet listing all the USPS locations with dual charging stations, including the number of stations at each location. This spreadsheet will list the site manager address and phone number. EAA will use this spreadsheet to determine which locations they plan to target for charger station removal.
2. Ensure all locations listed on the spreadsheet no longer have a need for use of the charger stations, and thus are ready for removal by EAA.
3. Notify all locations on the spreadsheet that the site manager may be contacted by EAA in the near future regarding charger station removal, and that they are to provide access and full cooperation to EAA in coordinating the removal. An information copy of this signed Memorandum of Agreement will be provided to all site managers to make them aware of the responsibilities of both parties.
4. Approve the list of targeted sites and planned work to be completed by EAA.

EAA RESPONSIBILITIES

1. Determine which USPS locations will be targeted for possible charger station removal. EAA may not be able to cover all sites, dependent upon the feasibility of removal from an EAA work crew standpoint.
2. Contact the USPS site manager at each of the targeted locations to arrange for an initial visit, at a mutually agreed upon date and time. EAA will use this visit to determine the work to be done, the location and nature of work required for the electric panels, and the location and site conditions where the charging stations are installed. A bill of materials will be created by EAA for all the necessary parts, tools and supplies needed to perform the removal. All materials and labor will be furnished by EAA at no cost to the USPS.
3. Provide a list of sites and planned work to be completed to Robert Montebello for approval.