



# Job Site Installation Form

This form is required at the time of application and with Final Payment Requests.

## PART 1 – PREVAILING WAGE & EVITP COMPLIANCE AFFIDAVIT

*This section is required for the Application and Final Payment Requests.*

Incentive Recipient Name or Organization:	
Printed Name of Incentive Recipient’s Authorized Representative (first and last):	
Title of Incentive Recipient / Title of Incentive Recipient’s Authorized Representative:	

By signing this affidavit, I, \_\_\_\_\_ (“Incentive Recipient’s Name/Name of Incentive Recipient’s Authorized Representative”), with respect to \_\_\_\_\_ (“Application Number”), located at \_\_\_\_\_ (“Project Site”), affirm, under penalty of perjury of the laws of the State of California that I am authorized to attest that each of the statements in the paragraphs below are complete, true, and correct. Further, I understand and agree that applications and projects that do not meet the following requirements may not receive an incentive, and that any falsification or misrepresentation of information relating to the Project may result in, among other things, disqualification from Communities in Charge, revocation of an award, and/or other penalties. Accordingly, I acknowledge and understand the following requirements.

1. If the electric vehicle charging infrastructure and equipment to be installed supplies charging ports with **24.9 kilowatts or less and no charging ports supplying 25 kilowatts or more**, then the contractor installing that system must possess an appropriate license classification, as determined by the Contractors’ State License Board, and be in good standing, with **at least one electrician on each crew at all times present during work hours and possessing an active Electric Vehicle Infrastructure Training Program (EVITP) certification**.
2. If the electric vehicle charging infrastructure and equipment to be installed supports **at least one charging port supplying 25 kilowatts or more**, then the contractor performing installation must possess an appropriate license classification, as determined by the Contractors’ State License Board, and be in good standing, with **at least 25 percent of the total electricians working on the crew, at all times during work hours, holding EVITP certification**.
3. The EVITP requirements stated in this section do not apply to electric vehicle charging infrastructure installed by employees of an electrical corporation or local publicly owned electric utility.
4. If the project is a Public Work subject to the payment of Prevailing Wages pursuant to Cal. Lab. Code § 1720 et seq and/or 8 C.C.R. 16000 et seq as applicable, all persons, including contractors and/or entities prior to performing work on an applicable project must:
  - a. Confirm, in writing to Applicant/Incentive Recipient that the person, contractor and/or entity understands the prevailing wage requirements as outlined in **Prevailing Wage manual** (<https://www.dir.ca.gov/dlse/pwmanualcombined.pdf>)
  - b. Possess a registrant number through the Department of Industrial Relations and supply said registrant number to the Applicant/Incentive Recipient prior to starting work on the applicable project.
  - c. Certify in writing to Applicant/Incentive Recipient that prevailing wages will be paid for all work performed on said project;
  - d. Maintain accurate time keeping and pay records consistent with the requirements as defined in Cal. Lab. Code § 1720 et seq and/or 8 C.C.R. 16000 et seq, and if requested by Applicant/Incentive Recipient, provide time keeping and pay records to evidence payment of prevailing wages.



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5. With this form, I have provided the attached “**Project Description Statement**” containing the following information:
- a. Whether construction has commenced.
  - b. The number of eligible Electric Vehicle Station Equipment (EVSE) installed or planned to be installed at the project site and the maximum kW output for each EVSE.
  - c. A complete and accurate statement listing the names and certification numbers of all EVITP certified electricians who have been on site and have worked on EVSE installation (if construction has commenced).
  - d. Verification and signature from the contractor employing the EVITP certified electricians, confirming that the identity of each electrician is accurate, that each electrician’s EVITP certification is valid and current on the EVITP website, and that, at all times during work hours, the EVITP certified electricians worked at the job site (if construction has commenced).
  - e. Signature of the contractor and the contractor’s license number.
  - f. Names of all electricians must be entered as recorded by EVITP, as verified through the online certification database at [www.EVITP.org](http://www.EVITP.org).

Incentive Recipient Signature:	
Date:	





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<p>Has construction commenced at the Project Site?</p> <p>REMINDER: EVSE at Project Site must not have been commissioned at the time of application.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p>For this project, do you attest under penalty of perjury whether you, along with all contractors and subcontractors for this project, understand and complied with California Prevailing Wage requirements pursuant to Cal. Lab. Code § 1720 et seq and/or 8 C.C.R. 16000 et seq as applicable?</p> <p>Note: Any project that does not comply with prevailing wage requirements will not be eligible for incentives and is subject to cancellation. Only the California Department of Industrial Relations (DIR) and courts of competent jurisdiction have jurisdiction to issue legally binding determinations that a particular project is or is not “public works” under the law. Such processes can be time consuming and therefore it may not be possible to obtain a timely determination before the date for performance of the Award commences. California Prevailing Wage law provides for substantial damages and financial penalties for failure to pay prevailing wages when payment of prevailing wages is required.</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No

## PART 3 – INSTALLATION COMPLIANCE STATEMENT

*This section is only required at Application if construction has commenced. This section is required for Final Payment Requests.*

Printed Name of General Contractor On-site (First and last):	
Title:	
Contractor’s License Number:	
C-10 License (if applicable):	
Company Name (as it appears on contractor’s CSLB):	
Total Number of State Certified General Electricians on site:	

Name(s) of Electric Vehicle Infrastructure Training Program (EVITP) certified electrician(s) on site with valid EVITP certifications and who worked at all times during work hours on site:

Electrician’s Name	EVITP Certification Number

*I declare under penalty of perjury, under the laws of the State of California, that all of the information provided above is true and correct.*



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Contractor's Signature:	
Date:	



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## Part 4 – APPLICANT/INCENTIVE RECIPIENT SIGNATURE

*This section is required at Application and Final Payment Request.*

*I declare under penalty of perjury, under the laws of the State of California, that all of the information provided above is true and correct.*

Applicant/Incentive Recipient Name or Organization:	
Printed Name of Applicant/Incentive Recipient's Authorized Representative (first and last):	
Title of Applicant/Incentive Recipient or their Authorized Representative:	
Signature:	
Date:	