

**CLEAN CITIES PROGRAM OF THE CITY AND COUNTY OF HONOLULU:
MEMORANDUM OF UNDERSTANDING**

This non-binding Memorandum of Understanding (MOU) is by and among the City and County of Honolulu stakeholders in alternative fuels whose membership will change over time but, that at the time this MOU was prepared, includes the following:

- City & County of Honolulu
- U.S. Department of Energy, Pacific Site Office
- Department of Business, Economic Development & Tourism, State of Hawaii
- Honolulu Public Transit Authority
- General Services Administration, Fleet Management Branch
- BHP Hawaii, Inc. - The Gas Company
- Hawaiian Electric Company
- Hawaii Natural Energy Institute
- Pacific International Center for High Technology Research
- U.S. Electricar, Inc.

The above federal, state, local and private entities with interest in

- 1) developing local industry and creating alternative-fuel related industry,
- 2) developing reasonable costing alternative fuels and supporting infrastructure,
- 3) reducing operation and maintenance costs of vehicles,
- 4) reducing state and national dependence on imported petroleum for transportation,
- 5) reducing air pollution caused by transportation fuel,
- 6) maintaining records and statistics of alternative fuel vehicles to determine best fuel, vehicle and task fit,
- 7) educating participating members, as well as the public, on alternative fuels and alternative fuel vehicles and technology, and
- 8) promoting efficient management and maximum utilization of existing local energy resources.

will join together, to the extent fiscally and reasonably practical, to convert and acquire, and operate alternative fuel vehicles in the City and County of Honolulu.

The conversion and acquisition of liquified petroleum gas, electric and alcohol fueled vehicles will be supported by the expansion of alternative fuel production as well as the expansion and distribution of fueling facilities and maintenance services.

The vehicle fleet operators using alternative fuels will determine the environmental, economic and performance attributes of their alternative fuel vehicles. They will share the information they collect and analyze with the members of this agreement as well as with the public. The signers of this agreement will also attempt to leverage additional resources for alternative fuel vehicles by recruiting other public and private entities not included by signature thereon. Also, when available, the signers of this agreement will

work together to obtain grants and aid from other public or private entities to further the goals of this project.

This MOU is not intended to and does not create any contractual rights and obligations with respect to the signatories or any other parties. This MOU may be amended with the consent of the signing parties and may be terminated by the mutual consent of the signing parties or by any party upon 30 days written notice to the other parties. This MOU shall become effective the day the last party to sign does so.

The self-imposed responsibilities of participating parties are set forth in Section A of the MOU. For descriptions of fleets and projections of buying schedules and infrastructure for *Clean Cities* stakeholders see Section B, the Organization Structure of the program is described and shown in Section C, and monitoring processes are described in Section D.

(SIGNED)
Jeremy Harris,
Mayor
City & County of Honolulu

(SIGNED)
Martha D. Dixon, Director
San Francisco Regional Support Office
U.S. Department of Energy

(SIGNED)
Darla Hill Willis, Fleet Manager
Fleet Management Branch
U. S. General Services Administration

(SIGNED)
Jeanne Schultz, Director
State Department of Business,
Economic Development & Tourism

(SIGNED)
James L. O'Sullivan,
Executive Director
Honolulu Public Transit Authority

(SIGNED)
Tom Clark,
Vice President, Operations
BHP Hawaii, Inc. - The Gas Company

(SIGNED)
Richard L. O'Connell,
Vice President, Customer Relations
Hawaii Electric Company

(SIGNED)
Carl Perry,
Vice-President/Chief Operating Officer
U.S. Electricar, Inc.

(SIGNED)
Patrick K. Takahashi,
Director
Hawaii Natural Energy Institute

(SIGNED)
H.M. Hubbard, President & CEO
The Pacific International Center for
High Technology Research

CLEAN CITIES PROGRAM OF THE CITY AND COUNTY OF HONOLULU: ORGANIZATION STRUCTURE

Executive Committee

The members of the *Clean Cities* Program Executive Committee consist of representatives of each of the stakeholder organizations.

Present committee members were designated by the MOU signatories to participate in this program on behalf of the following organizations:

- City & County of Honolulu
- U.S. Department of Energy, Pacific Site Office
- Department of Business, Economic Development & Tourism, State of Hawaii
- Honolulu Public Transit Authority
- General Services Administration, Fleet Management Branch
- Gas Company, BHP Petroleum Americas
- Hawaiian Electric Company
- Hawaii Natural Energy Institute
- The Pacific International Center for High Technology Research.
- U.S. Electricar, Inc.

The purpose of the Executive Committee is to devise and support local and regional policy initiatives concerning alternative fuel vehicles and the alternative fuel industry within the context of the goals of the *Clean Cities* program.

One function of Executive Committee members is to inform their respective stakeholder organizations of Committee initiatives and seek guidance from their organization for policy- and decision-making purposes. This process guarantees support for these initiatives from the stakeholder organizations. The Committee will implement the decisions and policies.

In addition, individual Committee members will share policy decisions and initiatives made by their stakeholder organizations with the other members of the Committee. Where possible the Committee will assist its individual members by supporting initiatives that are within the scope of the *Clean Cities* program.

Working Committees

Working Committees consist of members of the Executive Committee and other interested parties. Working Committees represent local interests in working toward the *Clean Cities* goals. Working Committees promote objectives from the grass-roots and carry out integrated objectives in pursuit of overall *Clean Cities* goals. Each Working Committee Chairperson should serve on the Executive Committee to facilitate coordination among the Working Committees. The five initial Working Committees include Legislation, Fleets, Fuels, Communications, and Funding.

Legislation Working Committee. The Legislation Working Group will monitor Federal, state, and local legislative initiatives in order to : forecast future *Clean Cities* strategies; further develop *Clean Cities* policies; prepare for changing legislation that may impact the direction of the *Clean Cities* program; and participate in legislative activities that concern alternative fuel issues. The Legislation Working Group will also be the voice for *Clean Cities* in the city and state legislative bodies.

Fleets Working Committee. The Fleets Working Committee serves as the liaison between the *Clean Cities* organization and fleet owners and managers. Some of the areas in which this group will function includes: communicating the benefits of alternative fuels to fleet operators; developing approaches for sharing fueling facilities, facilitating vehicle procurement, and technician training programs.

Fuels Working Committee. The Fuels Working Committee represents each alternative fuel chosen for participation in *Clean Cities* (e.g. liquified petroleum gas, electric, methanol). The Committee will focus its efforts on increasing fuel availability, publicizing and promoting fuel usage, and encouraging fuel safety.

Communications Working Committee. The Communications Working Committee will focus on outreach activities such as preparing press releases, providing speakers for community meetings, and delivering informational material to stakeholders. This Committee could also develop media materials and campaigns, stage public relations events and activities.

Funding Working Committee. The Funding Working Committee will identify available financial incentives to support program implementation, reduce the cost to purchase and use AFVs, and develop associated AFV infrastructure. The Committee will attempt to identify sources for continued funding of *Clean Cities* promotional activities.

ORGANIZATION STRUCTURE

