



For general information about electric vehicles (EV) and charging visit efficiencymaine.com/ev. For more information about this Level 2 EV Charger Program Opportunity Notice for Maine State Agencies, visit: efficiencymaine.com/pon-em-012-2021

SECTION 1 - GENERAL INFORMATION

Please complete form (typed if possible) and submit by email to Anastasia Hediger, the Program Manager, at anastasia.hediger@efficiencymaine.com. Bidders must submit a separate form for each individual installation address. See the Required Supporting Documentation Checklist at the end of this form to ensure all required materials are attached before submission.

Primary Contact/Bidder Information		Charger Site Information		
Name of Maine State Agency		Installation Street Address		
Primary Contact Name		City	State	Zip
Primary Contact Phone		Total number of parking spaces at this site:		
Primary Contact Email		Does the State of Maine <u>own</u> or <u>lease</u> the property where chargers will be installed?		
		If leased, <u>how many years</u> are left on the lease?		
Mailing Address:		Describe exact location(s) at the site (ex. NW corner of parking garage, East side of office building).		
City	State			

AUTHORIZED SIGNATURE OF BIDDER (Required)

I, the undersigned, am authorized to commit my agency to this proposal. I attest that the information contained in this bid is true and accurate to the best of my knowledge and that I have enclosed the required Supporting Documentation.

Full Name: _____ Title: _____	Bidder Signature: _____ Date: _____
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SECTION 2 – BIDDER’S VENDORS/COST

For each Deliverable below, indicate which Vendor you intend to use to complete the proposed installation and provide the price quote you received from that Vendor; for any Deliverable labeled “where applicable,” mark “N/A” if it does not apply to your bid costs; a specific Vendor may be named for more than one Deliverable.

Deliverable 1: Charger Equipment, Installation & Activation

Vendor: Carbon Day Automotive (per DAFS Master Agreement Contract, MA 18P 200730-004, 7/30/2020)	Number of Units	Unit Price	Total Cost
	_____ CT 4021 Dual Pedestal Mounted Charger (2 plugs)	\$6,569.50	\$
	_____ CT4023 Dual Wall Mounted Charger (2 plugs)	\$6,474.50	\$
	_____ CT4000 Power Management Kit (optional)*	\$50.00	\$
*Only necessary if the station is installed with only one 40A circuit versus the traditional two (2) 40A circuits			

Deliverable 2: Electrical service upgrades and/or circuits

Vendor:	Price: \$ _____
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Deliverable 3: Construction and excavation costs

Vendor(s):	Price: \$ _____
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Total of Deliverables 1-3:	Cost: \$ _____
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SECTION 3.1 - HOST SITE INFORMATION: INTENDED USAGE

Who are the likely user(s) of the proposed EV chargers? (employees, general public/visitors, state fleet vehicles, etc.)	
Will there be any limitations on who can use the chargers or when they may be used? If so, please describe.	
Will you require payment for charging?	<input type="checkbox"/> Yes / <input type="checkbox"/> No
For a typical day, please indicate the approximate numbers at the installation address, related to your agency, of (a) full-time employees or contractors and (b) non-employee visitors	(a) _____ (b) _____



Please indicate any sizeable workplaces, retail stores or multi-unit dwellings within 500feet of the installation address and provide an estimate of the number of employees, daily visitors, or residents for each.	Name	# of Employees/Visitors
What steps will you take to promote usage of the chargers?		

SECTION 3.2 - HOST SITE INFORMATION: CHARACTERISTICS OF CHARGER, SITE, OPERATIONS PLAN	
How many total plugs (connectors) are proposed at the site?	
How many EV charging plugs are already at this proposed site, if any?	
What type of light source, if any, is within 20' of the chargers?	
Where applicable, what type of lighting, if any, will light pathways from the chargers to the nearest occupied building?	
What type of shelter, if any, will cover the chargers?	
Will maintenance of the chargers be performed by in-house personnel or sub-contracted?	
1. If sub-contracted, name of expected vendor (if known)?	
2. If sub-contracted, expected length of contract?	
What plans or changes to the neighborhood around the installation address might impact the usage of the proposed EV chargers over the next 5 years?	
Will you configure the electrical panel and conduit serving each charger so that it provides sufficient capacity to supply at least 7.2 kW per plug, (i.e., each EV will receive at least 7.2 kW even if multiple EVs are charging simultaneously from a single charger)? Or will the dual plugs share a single 40 Amp circuit?	

SECTION 3.3 - HOST SITE INFORMATION: PROJECT READINESS

What is the title of the highest-level official that has formally approved funding to pay for the operation and maintenance proposed EV chargers?		
Has the proposed installation at this specific property been approved by the Maine Department of Administrative and Financial Services?		Yes No
Please describe what physical preparations to the site and electrical system, if any, will be required to install the proposed project, for:		
• Electrical service		
• Trenching, Construction		
• Running conduit from electrical service to chargers		
• Paving parking spots, Other		
Regarding timing for the installation:		
1. The earliest this project would be installed and operational is:		
2. The latest this project would be installed and operational is:		

**Required Supporting Documentation
(Checklist)**

	Attachment A - Project location photograph . You must include at least one photograph of the exact proposed site for the chargers. If the site will be located on a lot that has not yet been built, drawings may be substituted for photos.
	Attachment B – Bona fide written price quotes itemized for: (i) electrical work; (vi) construction/excavation (if applicable).
	Attachment C - Signed Letter from Property Owner consenting to Lessee’s Bid Proposal for the specific property proposed to serve as a host site for Level 2 EV chargers (if property is not owned by State of Maine).
	Attachment D – Written approval from the Bureau of General Services (BGS) to proceed with the proposed project if awarded. An email from an authorized BGS employee would be acceptable.