



Request for Proposals (RFP)

Public Level 2 Electric Vehicle (EV) Chargers

EM-008-2026

Opening: March 3, 2026

Closing: March 3, 2027 (or until funds are fully committed)

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PROPOSAL DOCUMENTS

- **Attachment A - Project Cost Form**
- **Attachment B - Grant Agreement**
 - **Rider A – Federal Requirements for CFI-Funded Level 2 EV Chargers**
 - **FHWA 1273 – Required Contract Provisions Federal-Aid Construction Contracts**
- **Attachment C - IRS W-9**

SECTION 1: OVERVIEW AND INSTRUCTIONS

1.1 Purpose

Efficiency Maine seeks qualified bidders to install and operate public Level 2 EV chargers at multifamily, business, and public properties.¹ Charger projects physically located in any of the municipalities listed in section 3.1 are the highest priority.

1.2 Incentive

This RFP offers reimbursement of up to 80% of total eligible project costs up to \$12,000 per networked Level 2 port.² The maximum incentive is \$120,000 per site. Proposals requesting less than the maximum possible incentive for the project will be scored more favorably in the “Cost” category. Maine has a budget of \$2.3 million for this initiative, funded by the Federal Highway Administration (FHWA) [Charging and Fueling Infrastructure \(CFI\) Discretionary Grant Program](#).

1.3 Schedule

Efficiency Maine will accept proposals from March 3, 2026, through March 3, 2027, or until funding is exhausted, whichever comes first. Efficiency Maine will review proposals and announce awards monthly. Awarded charger projects must be completed by June 3, 2028, and be operational for at least five years from commissioning.

Efficiency Maine will host two informational webinars for interested parties on the specifics of this RFP. Bidder attendance is recommended, not mandatory. To register, click on the link(s) below.

- May 5 at 9 a.m. [Click here to register](#).
- August 20 at 1 p.m. [Click here to register](#).

1.3 Contact Person

If you have any questions regarding this RFP, please contact:

Lily McVetty
Efficiency Maine
151 Capitol Street, Suite 4
Augusta, ME 04330
lmcvetty@efficiencymaine.com
866-376-2463

¹ **Multifamily** and **Business** are defined in the Definitions in section 2.3, below.

² **Networked** is defined in the Definitions in section 2.3, below.

SECTION 2: BACKGROUND INFORMATION

2.1 Efficiency Maine

The Efficiency Maine Trust (Efficiency Maine) is the independent, quasi-state agency established to plan and implement energy efficiency programs in Maine. Through its suite of nationally recognized programs, Efficiency Maine provides consumer information, marketing support, demonstration pilots, discounts, rebates, loans, and other initiatives to promote high-efficiency equipment and operations that help Maine's homes, businesses, and institutions reduce their energy costs and lower their greenhouse gas emissions. The result is job growth, better grid reliability, improved energy independence, a stronger local economy, and progress toward meeting the State's climate change goals. Efficiency Maine is governed by a Board of Trustees with oversight from the Maine Public Utilities Commission.

2.2 Resources

The following Efficiency Maine resources are available to help bidders learn more about EV charging and installing EV chargers:

- [EV Home Page](#)
- [Installing Level 2 Electric Vehicle Chargers at Commercial and Public Properties Guidebook](#)
- [Maine Accessible EV Charging Guide and Checklists](#)
- [Installer Locator](#)
- [Charging Station Locators](#)
- [EV and Charging Videos](#)
- [Background on Efficiency Maine's Public EV Initiatives](#)

The following resource from Electric Power Research Institute (EPRI) is available to help bidders find EV charging equipment:

- [EPRI's Vetted Product List](#)

2.3 Definitions

The following definitions will apply in this RFP and are a modified version of the definitions found in the FHWA National Electric Vehicle Infrastructure Standards and Requirements, which apply to CFI funds (Title 23, CFR Chapter I, Subchapter G, Part 680):

- **Business:** Business in "Good Standing," authorized to do business in the State of Maine, and with an office in the State of Maine. Good Standing can be verified with the [Maine Secretary of State's Corporate Name Search](#). Eligible types of entities include business corporation, limited liability company, limited partnership, and limited liability partnership.
- **Charger:** A device with one or more charging ports and connectors for charging EVs. Also referred to as Electric Vehicle Supply Equipment (EVSE).

- **Charging Port:** The system within a charger that charges one EV. A charging port may have multiple connectors, but it can provide power to only one EV through one connector at a time.
- **Connector:** The device that attaches an EV to a charging port to transfer electricity.
- **Contactless Payment Methods:** A secure method for consumers to purchase services using a debit card, credit card, smartcard, mobile application, or another payment device by using radio frequency identification (RFID) technology and near-field communication (NFC).
- **Electric Vehicle Infrastructure Training Program (EVITP):** A training program for the installation of electric vehicle supply equipment.³
- **Host Site:** A specific property at which the property owner consents to host EV chargers accessible to the public year-round, 24 hours a day, seven days a week, for at least five years from commissioning.
- **Level 2 (or “AC Level 2”):** A charger that operates on a circuit from 208 volts to 240 volts and transfers alternating-current (AC) electricity to a device in an EV that converts alternating current to direct current to recharge an EV battery. A charger may have a single port or may be equipped with dual ports.
- **Multifamily:** Residential properties containing at least five units, such as apartments, condominiums, and group quarters.
- **Networked:** Refers to a combination of EV charging equipment components, software, and communications capabilities that allows for centralized management, administration, communication, diagnostics, data collection, and potential point of sale capabilities. For purposes of this RFP, a networked charger is capable of informing EV drivers, remotely and in real time, whether an EV charger is operational and available for use, and enables the charger operator to manage drivers’ time spent charging.

SECTION 3: SCOPE OF WORK

3.1 Eligible Locations

Charger projects must be physically located in Maine. Charger projects physically located in any of the following municipalities are the highest priority and will receive a higher score than proposed charger locations that are not. For details, see section 5.1.

Ashland	Bath	Bingham	Blue Hill	Boothbay Harbor
Brewer	Bridgton	Caribou	Cornish	Dexter
Dixfield	Eastport	Fairfield	Farmington	Fort Kent
Greenville	Guilford	Houlton	Jackman	Limestone
Lincoln	Machias	Madawaska	Mars Hill	Mexico
Milbridge	Millinocket	Newport	Norway	Old Town
Orono	Oxford	Pittsfield	Presque Isle	Rangely
Rumford	Sanford	Skowhegan	Southwest Harbor	Thomaston
Van Buren	Winslow	Wiscasset		

³ <https://evitp.org/>

3.2 Eligible Properties

Charger projects must be located on multifamily properties with five (5) or more units, on business property, or on public property. The following types of properties are ineligible:

1. Private homes, whether owned or leased;
2. Airbnb properties, vacation properties (e.g., camps, cabins, and cottages);
3. Multi-unit dwellings where the parking spaces served by the EV chargers are not open to the public;
4. PreK-12 schools;
5. Dealerships of new and used vehicles; and
6. Businesses that sell or install EV charging equipment.

The bidder must be the property owner or submit an executed host site agreement at the time of proposal submittal that allows the bidder to install and operate public EV chargers year-round, 24 hours a day, seven days a week, for at least five years from commissioning.

3.3 Eligible Equipment

Charging equipment must meet the following requirements to receive an incentive through this RFP:

1. Be new and unused (not refurbished or remanufactured);
2. Meet the following minimum specifications:
 - a) Not less than four (4) Level 2 ports per site;
 - b) Each port must be able to serve EVs using the J1772 standard;
 - c) Each site must be capable of providing at least 6 kW per port simultaneously across all AC ports. AC Level 2 chargers may conduct power sharing and/or participate in smart charge management programs so long as each charging port continues to meet an EV's demand for power up to 6 kW unless the EV charging customer consents to accepting a lower power level;
3. Include all cables, connectors, interfaces, documentation for all components, and any other items necessary for full operation;
4. Be factory calibrated (as applicable) prior to, or during installation, in accordance with the Original Equipment Manufacturer (OEM) standards;
5. Include all standard manufacturer accessories;
6. Use the most current software version available as of the time it is installed;
7. Have the ability to stop the flow of power when not in use; and should have overcurrent protection to prevent vehicles from drawing too much power;
8. Be ENERGYSTAR certified, and certified by the Underwriters Laboratories, Inc. (UL), or another Occupational Safety and Health Administration Nationally Recognized Testing Laboratory to the appropriate Underwriters Laboratories (UL) standards for EV charging system equipment;

9. Be able to withstand extreme weather conditions, including temperature extremes, flooding, ice, heavy snow or rain, and high winds and is protected from malfunctions due to condensation;
10. Include barriers or other configuration to prevent damage from equipment used for snow removal;
11. Be tamper-proof and deter vandalism;
12. Incorporate a cord management system or method to minimize the potential for cable entanglement, user injury, or connector damage from lying on the ground, and comply with NEC articles 625 as it applies to cord management systems;
13. Comply with all National Electrical Code and Federal Communications Commission regulations for safety and operation requirements.
14. Be networked;
15. Not require membership for use; and
16. Meet federal uptime and data reporting requirements. For details, see Attachment B - Grant Agreement, Rider A, and FHWA 1273.

3.4 Eligible Projects and Requirements

Chargers at properties that charge users fee(s) to access the property are eligible. Price structure, including any other fees in addition to the price for electricity to charge, must be clearly displayed and explained in the proposal. If users will be required to pay an entrance fee or parking fee (e.g., in a public parking lot), this fact must be clearly indicated in the proposal, and the fee amount must be noted. Projects proposing to replace or upgrade existing charging equipment are ineligible. Chargers that will be used primarily for charging vehicles from a public or private fleet are ineligible.

In addition, bidders must agree to:

- a. Operate and maintain each Level 2 charger for at least five (5) years from the date the charger becomes fully operational;
- b. Address interruptions in service due to malfunctions in equipment or networking services in a timely manner, and in the event of extended downtime notify drivers through appropriate sources, including, but not limited to, website and application hosts;
- c. Provide snow removal to ensure access during/after inclement weather;
- d. Install signage or pavement painting/stripping to indicate that parking spaces are for EV charging only;
- e. Ensure all data fields in 23 CFR 680.116(c) are made available, free of charge, to third-party software developers, via application programming interface; and
- f. **NOT**, during the first five years after signing the Grant Agreement, move a Level 2 charger installed with funds from this RFP to another Host Site location, sell or take such Level 2 charger out of service for any reason, without prior written approval from Efficiency Maine.

3.5 Federal Requirements

The funds that Efficiency Maine will use to pay awarded projects derive from the FHWA [CFI Discretionary Grant Program](#) and, therefore, projects funded under this RFP will be required to comply with [Federal Highway Administration Title 23, CFR Chapter I, subchapter G, Part 680 - The National Electric Vehicle Infrastructure Standards and Requirements](#), which applies to CFI projects.

Further, CFI recipients are required to observe certain federal requirements described in:

1. Appendix II to 2 CFR Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards;
2. Other federal regulations referenced in 23 C.F.R. §680.118 of the National Electric Vehicle Infrastructure Standards and Requirements, which include but are not limited to:
 - (a) Buy America Requirements – 23 U.S.C. §313. Pursuant to 23 C.F.R. §680.118(a), the Buy America requirements set forth in 23 U.S.C. §313 apply to EV charger projects using CFI Program Funds. See Rider A for additional details;
 - (b) Davis Bacon Federal Wage Requirements – 40 U.S.C. 3141-3148; 29 CFR Part 5. Pursuant to 23 U.S.C. §109(s)(2) and 23 C.F.R. §680.118(b), projects to install EV chargers are treated as if the project is located on a Federal-aid highway and, therefore, Davis Bacon Federal wage requirements apply to the project. Statutorily prescribed wages must be paid for any project funded with CFI Formula Program Funds;
 - (c) Americans with Disabilities Act requirements;
 - (d) Disadvantaged Business Enterprise (DBE) Program – The DBE Program was reauthorized by the Moving Ahead for Progress in the 21st Century Act (P.L. 117-58). It applies to Federal-aid highway dollars expended on federally-assisted contracts, including EV charger projects using CFI Program Funds; and
3. FHWA Form FHWA-1273 (Required Contract Provisions – Federal-Aid Construction Contracts).

These and other applicable Federal statutory and regulatory requirements are included in Attachment B - Grant Agreement. See Rider A.

3.6 Eligible Costs

Eligible costs are limited to (i.e., these costs may be included in Attachment A - Project Cost Form):

1. Project design, engineering, and management before commissioning;
2. Charging equipment;
3. Installation and commissioning of charging equipment;
4. Networking subscription costs for the first five years of operation. Networking subscription costs must be billed, and will be reimbursed only if they have been paid, as a single, upfront, lump-sum cost;
5. Electrical service upgrades and/or circuits;
6. Mounting hardware (e.g., pedestals) and bollards;
7. Construction costs (e.g., excavation, paving, signage) essential to installation of the chargers; and
8. Extended warranties or maintenance contracts for a period not to exceed five (5) years when billed and paid as a single, upfront, lump-sum cost.

3.7 Ineligible Costs

The costs of the following items or activities are ineligible for use of the funding from this RFP, (i.e., these costs may not be included in Attachment A - Project Cost Form, and to the extent bidders incur these costs, the costs will not be eligible for reimbursement from the funds awarded through this RFP):

1. Purchase or rental of real estate;
2. Landscaping;
3. Operation costs (except those described in section 3.6), including but not limited to electricity bills, management and legal costs, insurance, and snow removal;
4. Costs incurred prior to the RFP opening;
5. Costs related to charging investments that are required of a motor vehicle dealer by an original equipment manufacturer (OEM);
6. Any costs claimed as eligible costs under a prior incentive award from Efficiency Maine for EV charging infrastructure.

SECTION 4: PROPOSAL REQUIREMENTS AND SUBMITTAL INSTRUCTIONS

4.1 Content and Organization Requirements

A proposal must include all the following contents:

1. Proposal (5 page maximum)
 - a. Describe the proposed charger project and how it will fulfill the purpose and requirements of this RFP. For each proposed site, describe the following:
 - i. Site Location: Provide the installation address.
 - ii. Site Quality: Describe the proximity to amenities (e.g., restrooms, food, Wi-Fi, shops, etc.) and major thoroughfares. Describe the site's visibility and security. Describe the site's ability to serve EV with trailers and medium-duty EVs. Describe the site's protection from the elements/weather (e.g., canopy).
 - iii. Charging Equipment: Provide the make, model, and capacity (kW). Include or provide reference to specification sheets. Provide the number of ports and connectors that will be available. If applicable, describe the method and protocol for sharing power between multiple ports. Provide the name of the network provider.
 - iv. Construction and Installation: Describe the process and materials to be used for preparing the site, installing the chargers, and connecting the chargers to electricity supply. Describe the project schedule, including the anticipated commissioning date.
 - v. Operations and Maintenance: Describe the plan to operate and maintain the chargers for at least five years from commissioning. Describe applicable warranty, maintenance, and customer service contracts and insurance. Provide the starting rate and price structure, including any entrance or parking fees.

Describe the snow clearing plan. Describe how customers will be encouraged to move their vehicles after their vehicles are charged.

- vi. Staffing and Qualifications: Identify key members of the proposed project team, their roles, and relationships between staff and organizations, including coordination with any contractors and subcontractors.
2. Property Owner Attestation or Executed Host Site Agreement
 - a. The bidder must be the property owner or submit an executed host site agreement at the time of proposal submittal that allows the bidder to install and operate public EV chargers year-round, 24 hours a day, seven days a week, for at least five years from commissioning.
3. Attachment A - Project Cost Form
 - a. Complete in accordance with the provisions in section 3.
4. Attachment B - Grant Agreement or Redlines
 - a. Review the Grant Agreement.
 - b. If the bidder accepts all the terms and conditions in the Grant Agreement, provide a signed and dated Grant Agreement at the time of submittal. After proposal submittal, Efficiency Maine has the right to decline to review and consider any redlines to the Grant Agreement.
 - c. If the bidder does not accept all the terms and conditions in the Grant Agreement, provide redlines to the Grant Agreement for consideration at the time of proposal submittal. Please note that exceptions to the federal flow-down requirements are not possible.
5. Attachment C - IRS W-9
 - a. The bidder must provide a signed and dated IRS W-9, and if awarded, be the entity to receive the incentive through this RFP.

4.2 Format Requirements

Proposals will be evaluated for adherence to the following format requirements:

1. Proposals must be typewritten.
2. Pages must be numbered.
3. Unnecessary attachments (e.g., any attachments beyond those sufficient to present a complete, comprehensive, and effective proposal) will not be considered in the evaluation of the proposal.
4. Proposals must adhere to prescribed page limits specified in this RFP. Efficiency Maine values concise proposals.

4.3 Submittal Instructions

Proposals must be submitted electronically via the online Submission Form on the [RFP EM-008-2026 page](#). Proposals must adhere to the instructions and format requirements outlined in this RFP, in the online Submission Form instructions, and in the written supplements and amendments issued by

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Efficiency Maine. Proposals must include all materials (including required attachments) as requested in section 4. A bidder must submit a separate, complete proposal for each individual site at which they seek funding for Level 2 chargers.

SECTION 5: SCORING CRITERIA AND AWARD PROCESS

For proposals received by the deadline listed in section 1.3, Efficiency Maine will review the data submitted to ensure eligibility and completeness. Efficiency Maine reserves the right to decide whether a proposal meets the requirements of this RFP and to accept or reject any or all proposals received.

5.1 Scoring Criteria

Proposals will be scored according to the following criteria:

Scoring Category	Maximum Points
<p>1. Cost to the Program</p> <ul style="list-style-type: none"> a. Is the requested incentive amount at or below the maximum in section 1.2? b. How does the requested incentive amount compare to the ones of other similar proposals? c. Are the itemized costs eligible under the provisions of section 3.6? d. Are there adequate supporting data and documentation to validate budget veracity? 	30
<p>2. Quality of the Proposed Site, Equipment, and Operations</p> <ul style="list-style-type: none"> a. Is the proposed site located at a multifamily property with at least five units, a business property, or a public property? b. Is the proposed site located in any of the prioritized municipalities listed in section 3.1? c. Is the bidder the property owner? If not, did the bidder submit an executed host site agreement at the time of proposal submittal that allows the bidder to install and operate public EV chargers year-round, 24 hours a day, seven days a week, for at least five years from commissioning? d. Does the proposal include installation and operation of at least four (4) Level 2 charging ports, which is the minimum requirement of the RFP? e. What is the quality level of the parking area (paving, lighting, shelter, safety, visibility, aesthetics)? f. Has the proposed charging equipment been installed in the U.S. and received positive feedback from users on PlugShare? g. Are the proposed starting rate and price structure reasonable and conducive to attracting EV drivers? 	30
<p>3. Qualifications, Capacity, and Readiness</p> <ul style="list-style-type: none"> a. To what extent are the project participants (host site, equipment provider, installation subcontractors, operator) identified and committed to the project? 	30

<ul style="list-style-type: none"> b. How likely is the site to be sustainable and remain operational (for EV charging) beyond the 5-year term? c. Does the proposed team possess the appropriate certifications and licenses? d. How are the proposed project participants in terms of demonstrated experience and capacity to execute this type of project? e. Is the proposed timeline sensible, reasonable, and likely to be met? 	
4. Overall Quality and Responsiveness <ul style="list-style-type: none"> a. What is the overall quality of the proposal submission, including but not limited to completeness, clarity, attention to detail, adherence to instructions, requirements, and lack of errors? b. Did the proposal include adequate supporting documentation and data to validate the veracity of the project as proposed? 	5
5. Small Businesses, Minority Businesses, Women’s Business Enterprises, Veteran-Owned Businesses, and Labor Surplus Area Firms <ul style="list-style-type: none"> a. Does the bidder, host site, or subcontractors listed on the team meet the criteria for one or more of these designations? 	5
Total	100

5.2 Award Process

Efficiency Maine will hold monthly review meetings to evaluate proposals submitted. Efficiency Maine reserves the right to request additional information during the review process. Funding will be allocated to winning proposals, and funding will not be held in reserve until the close of the RFP. Prospective bidders are encouraged to apply early in the process. Once Efficiency Maine completes its review, it will announce awards and return a countersigned Grant Agreement as approved by Efficiency Maine.

SECTION 6: PROJECT COMPLETION AND REIMBURSEMENT PROCESS

6.1 Project Completion

Upon completion of all work as outlined in the awarded proposal (see section 1.3 for project completion deadline), the bidder must notify the contact person listed in section 1 of project completion. Efficiency Maine will provide a blank project completion form and request the awarded bidder sign, date, and return the project completion form along with supporting invoices and documentation consistent with the Grant Agreement to the email address listed in section 1.

6.2 Reimbursement Process

Efficiency Maine will conduct a project review and process the bidder’s incentive after all the project documentation requirements have been met. Efficiency Maine reserves the right to conduct a post-installation inspection and request additional documentation during the project review.