



Bidders' Informational Webinar

Request for Proposals for Electric Bike Pilot

January 25, 2024

Efficiency Maine Introduction

- Runs the State's energy efficiency programs
- Provides rebates, financing, technical information, and registry of vendors
- Funded by electric and natural gas ratepayers, Regional Greenhouse Gas Initiative, ISO New England Grid, grants, and other sources
- Board appointed by the governor and confirmed by the legislature

LD 256 An Act to Add Electric Bicycles to the Electric Vehicle Rebate Program

- Signed by Governor Mills on 6/8/2023
- Adds e-bikes as eligible type of vehicle under Efficiency Maine EV Program
- Focuses on low- and moderate-income individuals and entities that support them

RFP EM-012-2024

Request for Proposals for Electric Bike Pilot

Purpose of this RFP

- Demonstrate the use of e-bikes in Maine
- Offset transportation from fossil fuel vehicles
- Support entities serving low- to moderate-income individuals

Incentives

- Total funding available: \$50,000
- Up to 100% of eligible costs
- Eligible costs
 - E-bikes
 - Shipping of e-bikes
 - Extended warranties or maintenance contracts for a period not to exceed three years, paid as an upfront, lump-sum cost

Ineligible Costs for the Incentive

- All operating costs, including:
 - Personnel wages and benefits
 - Rent
 - Electricity bills
 - Management and legal costs
 - Insurance
- E-bike personal protective equipment (e.g., helmets)
- E-bike storage (e.g., locks)

Eligible Locations

- Anywhere within Maine
- Preference for proposals in or near the following towns:
 - Auburn/Lewiston
 - Bangor
 - Portland

Scoring Criteria

- **Plan (60 points)**
 - Does the proposal make a convincing case for the benefits of e-bikes to the operations of the host entity?
 - Are e-bikes a viable solution to transportation challenges that the host entity and/or clientele is/are facing?
- **Budget (20 points)**
 - Is the proposal competitive on costs relative to other similar proposals?
- **Readiness (15 points)**
 - To what extent are the key participants in the project (host entity, staff, equipment provider) identified and committed to the project?
 - How compelling is the proposal's evidence or explanation about why the host entity is likely to be sustainable and remain beyond the 3-year term?
 - How qualified are the proposed project participants in terms of demonstrated experience and capacity to execute this type of project?
 - How soon does the bid propose to purchase and use the e-bike(s)?
 - Is the proposed timeline sensible, reasonable, and likely to be met?
- **Overall quality and responsiveness (5 points)**
 - What is the overall quality of the proposal submission, including but not limited to completeness, clarity, attention to detail, adherence to instructions and requirements, and lack of errors?
 - Does the proposal reflect and respond to the Trust's priorities as described in the RFP?
 - Does the proposal include adequate supporting documentation and data to validate the project as proposed?

Application Requirements

- **RFP response**
- **Attachment A** - Project Cost Proposal Form
- **Attachment B** - Sample Grant Agreement proposed redlines (if applicable)
- **Attachment C** - Confidentiality, Non-Disclosure and Protective Agreement
- **Attachment D** - Team Commitment Form (if applicable)
- **Attachment E** - Completed W-9

RFP Schedule

RFP Issued:	January 11, 2024
Bidders' Informational Webinar:	January 25, 2024
Questions Due:	February 1, 2024
Responses to Questions Posted:	February 15, 2024
Proposals Due:	March 7, 2024, 11:59 p.m. ET
Anticipated Award Date:	April 4, 2024
Anticipated Contract Start:	April 18, 2024

Note: Schedule subject to change

Subscribe to EV Notices Email List:
efficiencymaine.com/about/newsletter-signup/

Funding opportunities posted at:
efficiencymaine.com/opportunities/

efficiencymaine.com

866-376-2463

Questions & Answers