

**LEVEL 2 EV CHARGERS – ROUND 4**  
**ATTACHMENT A: APPLICATION FORM**  
**RFP EM-013-2021**



For general information about electric vehicles and charging visit [efficiencymaine.com/ev](http://efficiencymaine.com/ev). For more information about this Level 2 electric vehicle (EV) charger RFP, go to: [efficiencymaine.com/rfp-em-013-2021/](http://efficiencymaine.com/rfp-em-013-2021/)

**SECTION 1 - GENERAL INFORMATION**

Please complete the form (typed if possible) and submit by email to Anastasia Hediger, Program Manager, [anastasia.hediger@efficiencymaine.com](mailto:anastasia.hediger@efficiencymaine.com). 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		
Business or Organization Name			Installation Street Address		
Primary Contact Name	Primary Contact Phone		City	State	Zip
Primary Contact Email Address			Location Category 2 only: Please provide CMP Account Number for Site Location:		Total number of parking spaces at this site:
Primary Contact Mailing Address			Briefly describe exact location at the site (ex. NW corner of parking garage, East side of office building). If you are proposing to install some of the chargers at other locations <u>at the same street address</u> , please indicate how many and where.		
City	State	Zip			

Per criteria outlined in “Eligible Locations” section of the RFP, please note the project category (check only one):

- Location Category 1
- Location Category 2

Distance in highway miles to closest Level 2 charger: \_\_\_\_\_

Location Category 1: Distance in highway miles from designated highway/route: \_\_\_\_\_

**AUTHORIZED SIGNATURE OF BIDDER (Required)**

I, the undersigned, am authorized to commit my organization 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 Supporting Documentation, as required in Section 4.2 of the RFP.

<p>Full Name: _____</p> <p>Title: _____</p>	<p><b>Bidder Signature:</b></p> <p>_____</p> <p><b>Date:</b> _____</p>
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**SECTION 2 – BIDDER’S VENDORS/PRICES**

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**

Vendor:

Price: \$ \_\_\_\_\_

**Deliverable 2: Installation of charger equipment**

Vendor:

Price: \$ \_\_\_\_\_

**Deliverable 3: Networking (software, commissioning and subscriptions) (where applicable)**

Vendor(s):

Price: \$ \_\_\_\_\_

**Deliverable 4: Electrical service upgrades and/or circuits**

Vendor:

Price: \$ \_\_\_\_\_

**Deliverable 5: Mounting hardware and bollards (where applicable)**

Vendor(s):

Price: \$ \_\_\_\_\_

**Deliverable 6: Construction costs (including excavation) (where applicable)**

Vendor:

Price: \$ \_\_\_\_\_

**Deliverable 8: Other Eligible Costs (as applicable)**

Vendor(s):

Price: \$ \_\_\_\_\_

**Total Cost of Deliverables 1-8**

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, tenants, customers, general public, etc.)	
Who will be permitted to use the charging station(s)?	
If available to the public, what days of the week and what hours will it be available?	
Will you require payment for charging?	<input type="checkbox"/> Yes / <input type="checkbox"/> No
If a workplace site, please include (a) number of full-time employees on-site and (b) number of non-employee visitors on a typical day	(a)_____ (b)_____
If a Multi-Unit Dwelling site, how many dwelling units are on-site?	
What steps will you take to promote usage of the chargers?	

**SECTION 3.2 - HOST SITE INFORMATION: CHARACTERISTICS OF CHARGER, SITE, OPERATIONS**

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?	

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What plans or changes to the neighborhood might impact the usage of the proposed EV chargers over the next 5 years?	
Will the chargers be “networked” (see Definitions in section 2.1 of the RFP) at the time they are installed?	<input type="checkbox"/> Yes / <input type="checkbox"/> No
Do you attest that the electrical panel and conduit serving each charger will provide sufficient capacity to supply at least 7.2 kW per plug, (i.e., where applicable for chargers that serve more than one plug, each EV will receive at least 7.2 kW even if multiple EVs are charging simultaneously from a single charger)?	<input type="checkbox"/> Yes / <input type="checkbox"/> No

**SECTION 3.3 - HOST SITE INFORMATION: READINESS AND CAPACITY**

What is the highest-level corporate body or official that has formally authorized funding to pay for the proposed EV chargers?	
What additional approvals will be needed to pay for the proposed EV chargers if/when this project application is approved?	
What is a reasonable expectation for the date by which that approval will be made?	
If applicable, what amount of bank financing will be required to pay for this proposal?	
• Has approval for this bank financing already been received?	
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)**

	1. Copies of written <b>bona fide price quotes</b> for charger equipment, installation and commissioning, networking (where applicable), electrical service upgrades and/or circuits, mounting hardware and bollards (where applicable), construction costs (including excavation) (where applicable), as required in Section 4.2 of the RFP
	2. At least one project location <b>photograph</b> . If the site will be located on a lot that has not yet been built, drawings may be substituted for photos.
	3. Charging equipment and construction <b>specification sheets</b>
	4. Signed <b>Letter from Property Owner</b> or Property Manager consenting to Lessee's Bid Proposal (only required if Bidder is not the Property Owner)