

MAINE STATE GOVERNMENT LEVEL 2 EV CHARGERS

PROGRAM OPPORTUNITY NOTICE (PON) – EM-012-2021



SUMMARY:

The Efficiency Maine Trust (Efficiency Maine) has allocated \$200,000 to support the installation of Level 2 electric vehicle (EV) chargers at Maine State Government agencies. Efficiency Maine has developed this simplified solicitation for proposals to install Level 2 chargers at properties serving eligible agencies. Proposals will be screened and rated by an Efficiency Maine Review Team once per month, and successful proposals will be awarded funding for the purchase and installation of the chargers until Efficiency Maine's allocation of funds is exhausted. Accompanying materials and resources relevant to this program opportunity can be found at: efficiencymaine.com/pon-em-012-2021/

Agencies must coordinate with the Bureau of General Services (BGS) to develop their project proposal and receive written approval to proceed with the project if awarded by Efficiency Maine. Interested bidders may contact Jill Instasi, Senior Project Manager at BGS for assistance: jill.instasi@maine.gov.

Designated Contact for this PON:

Anastasia Hediger
Program Manager, Electric Vehicle Initiatives
Efficiency Maine Trust
Phone: (207) 213 4162
Email: Anastasia.Hediger@efficiencymaine.com

Bid Requirements:

- One signed, completed Application Form. You can download at efficiencymaine.com/pon-em-012-2021/
- Supporting Documentation
 - **Attachment A:** Project location photograph
 - **Attachment B:** Bona fide written price quotes itemized for: (i) electrical work, and (ii) 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 BGS to proceed with the proposed project if awarded. An email from an authorized BGS employee would be acceptable.
- The full application package must be submitted in a single email to anastasia.hediger@efficiencymaine.com. Proposals are due at the Trust by **October 1, 2021, 3 PM, local time**.
- Awarded installations must be completed no later than 6 months after Efficiency Maine sends Recipient the Award Notification Letter. Failure to have installations complete by this deadline will result in forfeiture of the grant award.

Program Term: Efficiency Maine will accept applications for this PON starting on April 2, 2021 and ending on October 1, 2021 or until funds are depleted. Efficiency Maine will review applications on a monthly basis.

Eligible Bidders: Maine State Agencies listed at on the Maine website here:

<https://www.maine.gov/portal/government/state-agencies/> are eligible to bid. **Municipal and County governments are not eligible.**

Eligible Host Sites: Installation must be on State of Maine property or under long-term lease to the State (with written consent from the property owner) where the chargers will be available to the public. Bidders may bid to develop and

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serve multiple sites but must submit a separate, individual Application Form and Supporting Documentation for each site.

Types of Chargers: Must be new and unused (not refurbished/remanufactured) ENERGYSTAR® certified Level 2 EV charger with a minimum capacity of 240V/32A. Level 3 DC Fast Chargers and Level 1 chargers are not eligible.

Charger Configuration Requirements: Bids must propose a minimum of two plugs (the BGS Master Agreement provides pricing for a dual-plug charger equipped with two plugs) and may not exceed a maximum of 8 plugs per site. Each charger must be networked and equipped with a system to pay for charging.

Efficiency Maine Incentives and Eligible Costs: 100% of charger equipment and installation costs, including electrical work and construction/excavation.

Costs not eligible to be counted in the calculation of project costs to which the 100% incentive will be applied, and will not be the responsibility of Efficiency Maine, include:

- (i) Operating costs, including any and all elements of an electric utility bill,
- (ii) Networking subscription costs during operation,
- (iii) Maintenance contracts or extended warranties for the charging equipment,
- (iv) Other capital costs (e.g., construction of buildings, parking facilities, etc.), and
- (v) Legal, engineering, internal staff or other service costs incurred in the preparation of the project proposal or operation of the chargers.

The incentive award will be disbursed after the project has been completed, all supporting invoices and other documentation are provided, and the final award amount has been determined. Note that the final incentive award will be the lesser of the actual, as-built allowable costs or the price quote you provide in the bid.

Bid Scoring Criteria: In evaluating proposals submitted in response to this RFP, the proposal Review Team will use the following criteria, which are described in subsequent paragraphs:

| Evaluation Category | Maximum Points Available |
|---|--------------------------|
| 1. Likelihood of Usage to Maximum Capacity | 4 |
| 2. Strategic Value and Quality of Site | 4 |
| 3. Total Project Cost per Plug | 2 |
| Total | 10 |

The Efficiency Maine Review Team will consider the following in scoring proposals:

1. Likelihood of usage to Maximum Capacity

- To what extent is the capacity of the chargers proposed at this site likely to be used (i.e., What share of plugs will be used? How many hours per day? Weekends?)
- Is the site being proposed likely to be sustainable and remain operational (for EV charging) over the long term?
- Is there now, and will there likely be in the future, significant vehicle traffic at this site?
- What is the likelihood and quality of signage, publicity, outreach, or marketing that will raise awareness about the availability and encourage use of the chargers?



2. Strategic Value and Quality of Site

- To what degree will the charger(s) expand the geographic reach of public charger networks in Maine; how close/far will the proposed charger(s) be to the closest publicly available EV chargers?
- To what degree does the proposed site help fill an unmet need for current and future EV drivers?
- How prominent is the site location in terms of being publicly recognizable and raising public awareness about the chargers once they are installed?
- How strong is the nexus between establishing chargers at the proposed site and influence on Maine car buyers to purchase and use an EV?
 - How convenient is the proposed site for an EV driver in terms of proximity to the closest major travel route(s), ease of access, location of the designated EV parking spaces?
 - What is the suitability of the proposed location for charging (e.g., ample dedicated parking, easy-access location, etc.)?
 - What are the quantity and quality of amenities nearby, if any, how close are they, and to what extent will they be available at hours when EV travelers may be charging?

3. Total Estimated Installed Cost per Plug

- To what extent does the bid provide sufficiently itemized and credible information on proposed project costs so that reviewers may establish the approximate costs for equipment, installation, and construction?
- How favorably (or unfavorably) does this bid compare with others in terms of cost per plug and other project costs, (giving consideration for regional differences in cost of services and equipment)?
- Is the estimated project cost reasonable when compared to similar EV charger projects?

Key Dates: Any changes or additional information regarding the PON schedule, including responses to questions and information about available funds, will be posted on the Trust’s website at: efficiencymaine.com/pon-em-012-2021/

| Event | Date/Deadline* |
|--|--------------------------------------|
| PON Issued | April 2, 2021 |
| Proposals Due at Efficiency Maine Trust Office | October 1, 2021 (3:00 PM local time) |

*EMT reserves the right to modify this schedule at its discretion.

Limitations: This solicitation does not commit Efficiency Maine to make an award, to pay any costs incurred in preparing an application or provide oral or written clarification of its contents, or to procure or contract for services or supplies. Efficiency Maine reserves the right to reject any application that in its sole determination does not meet the requirements and specifications of this solicitation, Maine law, or generally accepted business practices, or which contains inaccurate or incomplete information. Efficiency Maine may seek clarifications and supplementation of applications as it may deem reasonable. This is a competitive solicitation. Efficiency Maine reserves the right to award project applications that, in its sole discretion, most fully satisfy the criteria and objectives of this solicitation. Efficiency Maine may award funds until its allocation for this initiative is exhausted but may elect not to award all of the funds allocated to this solicitation.