



THE CITY OF AUGUSTA

SUSAN E. ROBERTSON, CITY MANAGER

To: Mayor and Council
Fr: Susan E. Robertson, City Manager
Re: Fund Balance Information
Da: May 22, 2023

Fund Balance

The table below provides information regarding the fund balance of the City's General Fund since we began the budget process in April. The first 3 rows were based on the budget being the basis for calculating the amount of required fund balance rather than the previous year's appropriation. Row 4 updates the information from row 3 by using the FY23 appropriation as the basis for calculating the required fund balance and Row 5 shows what that would look like if the 8.33% was maintained.

FUND BALANCE

	Proposed FY 2024 Budget	Minimum Required 5%	Recommended 8.33%	Amount Utilized in Budget	Fund Bal. % Left	Remaining Amount of Fund Balance	Tax Rate % Increase
1	Submitted to Council 4/1/23	\$4,016,615	\$6,691,913	\$2,269,000	8.33	\$6,691,913	9.3
2	Updated Budget Adjustments 5/10/23	\$4,016,615	\$6,691,913	\$2,269,000	8.33	\$6,691,913	6.7
3	Council Reduces Tax Rate % Increase to 4.7% 5/15/23	\$4,016,615	\$6,691,913	\$2,593,690	7.93	\$6,363,297	4.7
4	Row #3 Updated with FY23 Appropriation as Basis	\$3,628,530	\$6,042,223	\$2,593,690	8.77	\$6,763,227	4.7
5	Row #4 Updated to keep Fund balance at 8.33%	\$3,628,530	\$6,042,223	\$2,918,690	8.33	\$6,024,223	3.9

It was also asked by one of the Councilors how long debt service has been included in determining fund balance. I am still researching that question but it appears to go back 6 years at minimum.



City of Augusta, Maine
Department of Public Works

MEMO

Date: May 22, 2023
To: Susan Robertson, City Manager
From: Tyler Pease, PE, City Engineer
RE: Hicks Road Traffic Update

Based on feedback from the February 9, 2023 City Council Business Meeting, the Traffic Calming Committee (TCC), and more specifically, the Police Department, conducted an additional speed study on Hicks Road in April 2023. The speed study, which is included with this memo, showed an average speed of 26.2 MPH, an 85th percentile speed of 31.1 MPH, and a maximum speed of 44 MPH. The data from this study does not suggest a widespread speeding issue on Hicks Road. The results of the last three studies is summarized below. It is also worth noting that the 85th percentile speed is sometimes used for evaluating, and setting speed limits on a road. The TCC is not making any recommendations to change the speed limit at this time.

DATE	AVERAGE SPEED	85 TH PERCENTILE SPEED	MAXIMUM SPEED
APRIL 2023	26.2	31.1	44
AUGUST 2020	28.0	31.1	52
AUGUST 2013	27.0	30.5	55
AVERAGE	27.1	30.9	50.3

The Police Department has continued to keep Hicks Road on their list of extra patrol areas, and has also conducted enforcement details, which has not resulted in any violations. The Police Department is also working on repairs to a dynamic speed sign which can be deployed on Hicks Road once the repairs are made. The dynamic speed sign will let motorists know how fast they are driving and flash when they exceed the posted speed limit of 25 MPH.

In the memo provided in February, the TCC recommended the additional speed study and further evaluation of the warrants for traffic calming on Hicks Road. As shown above, the data has remained consistent in the last three speed studies and still does not necessarily support the need for speed tables or other traffic calming methods based on the City's Traffic Calming Policy. As you are well aware, construction and paving budgets are tight and Public Works Department is currently low on staff. As agreed to at the meeting in February, City staff are working with our engineering consultant to evaluate the best methods of some traffic calming devices in this area given the concerns with emergency response times, road width, and drainage. Keeping in mind that the data is not necessarily supportive of permanent traffic calming devices, this may be a good location to evaluate a variety of devices for effectiveness as a demonstration project.

Physical Address:
Augusta Public Works
55 North Street, Augusta, ME 04330

Mailing Address:
Augusta Public Works
16 Cony Street, Augusta, ME 04330-5298

Tel (207) 626-2435

Fax (207) 626-2437

TDD (207) 626-2370

The TCC does appreciate the concerns raised by residents in this area, and we have agreed to some means of traffic calming on Hicks Road, however there were some concerns brought up in our discussions. First, is that the data from these speed studies suggest the need for targeted enforcement of the 3.6% of drivers in violation, not necessarily speed tables or other traffic calming devices. By installing traffic control devices in an area that is not necessarily supported by speed studies, it can set a precedent to do traffic calming on other roads where speed studies indicate there is not a speeding problem. Permanent installations of traffic calming devices come at a cost and can require detailed designs as to not negatively impact the safety of all road users or the drainage of a road. Any temporary (seasonal) measures require resources for the installation, maintenance, and removal of the devices.

We will keep you updated as our consultant makes progress on this. In the meantime, please feel free to reach out with any questions or concerns.

cc: Traffic Calming Committee

enc.

Extended Speed Summary

Hicks Road, April 15-22

Per the request by a citizen of Augusta, a speed survey was conducted on the Hicks Road. The small mountable radar sign was mounted on a telephone pole, halfway down the Hicks Road in a manner that would collect data from vehicles in both travel lanes.

The speed limit is a posted 25 mph zone. Over the course of 8 days, the radar sign collected data from 2000 vehicles with the average volume per day being 250. The average speed of those 2000 vehicles was 26.2 mph with 50% of the vehicles traveling at 26.38 mph and 85% percent of the vehicles traveling at 31.14 mph. The maximum speed was measured at 44 mph and the minimum speed measured was 5 mph.

Based on the data collected, it is my opinion that we should continue with routine patrols in the area. There does not appear to be a large amount of speeding vehicles traveling on the Hicks Road.

Respectfully,

Officer Aaron Paradis
Patrol Division
Augusta Police Department



Extended Speed Summary

Hicks Rd., Hicks Rd, NB

Start: 2023-04-15

End: 2023-04-22

Times: 0:00-23:59

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Overall Summary

Total Days of Data: 8

Speed Limit: 25

Average Speed: 26.2

50th Percentile Speed: 26.38

85th Percentile Speed: 31.14

Pace Speed Range: 22-32

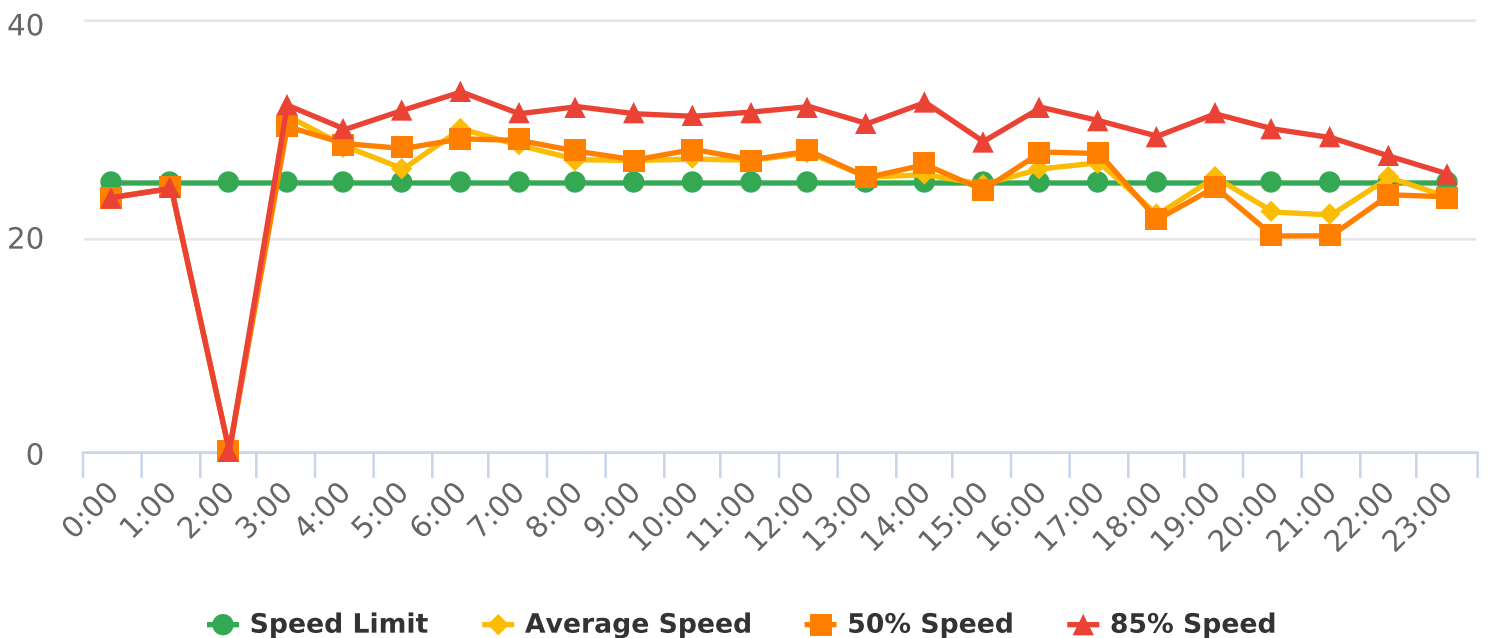
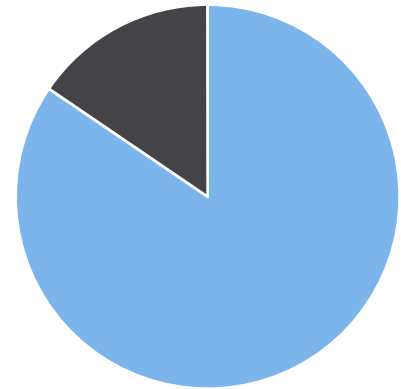
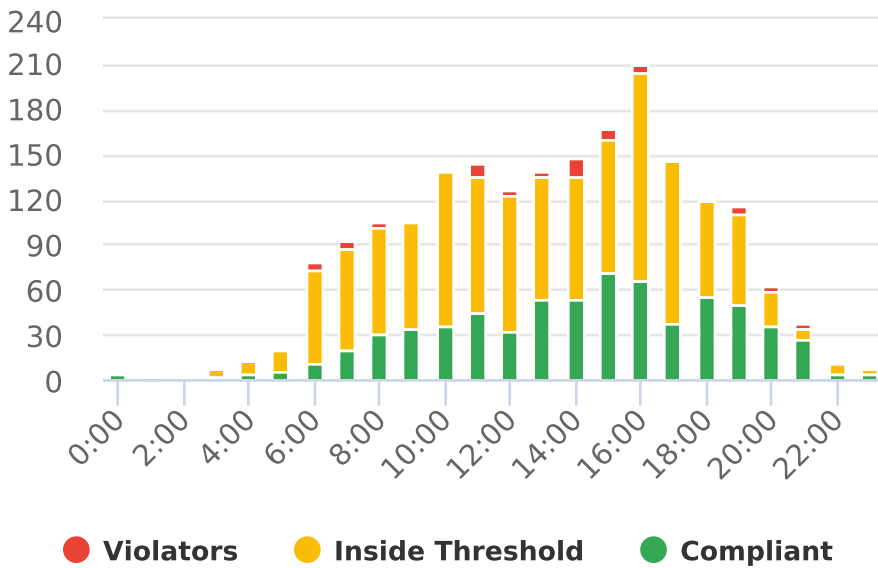
Minimum Speed: 5

Maximum Speed: 44

Display Mode: Display Off

Average Volume per Day: 250.0

Total Volume: 2000





Start: 2023-04-15

End: 2023-04-22

Times: 0:00-23:59

Extended Speed Summary

Hicks Rd., Hicks Rd, NB

Violation Threshold: Speed Limit + 10

Speed Range: 1 to 150

Time	Sign Mode	Speed Limit	Total # Vehicles	Total # Violator	% Violator	Avg # Vehicles	Avg # Violators	Min Speed	Max Speed	Avg Speed	50% Speed	85% Speed	Sign Effectiveness
0:00	Display Off	25	3	0	0.0%	0.4	0.0	23	25	23.7	23.7	23.7	100.0%
1:00	Display Off	25	2	0	0.0%	0.3	0.0	24	25	24.5	24.5	24.5	100.0%
2:00	Display Off	25	0	0	0.0%	0.0	0.0	n/a	0	n/a	n/a	n/a	n/a
3:00	Display Off	25	8	1	12.5%	1.1	0.1	25	36	31.3	30.3	32.3	100.0%
4:00	Display Off	25	12	0	0.0%	1.7	0.0	22	32	28.4	28.7	30.0	66.8%
5:00	Display Off	25	19	0	0.0%	2.7	0.0	7	35	26.3	28.2	31.8	79.1%
6:00	Display Off	25	79	6	7.6%	11.3	0.9	18	43	30.1	29.1	33.5	93.7%
7:00	Display Off	25	93	5	5.4%	13.3	0.7	6	41	28.5	29.0	31.5	88.0%
8:00	Display Off	25	105	3	2.9%	15.0	0.4	6	38	27.2	28.0	32.1	84.8%
9:00	Display Off	25	107	2	1.9%	15.3	0.3	5	41	27.1	27.1	31.4	84.0%
10:00	Display Off	25	140	2	1.4%	20.0	0.3	5	39	27.2	28.1	31.2	86.5%
11:00	Display Off	25	144	8	5.6%	20.6	1.1	5	37	27.1	27.2	31.6	88.3%
12:00	Display Off	25	126	4	3.2%	18.0	0.6	9	38	27.8	28.0	32.1	85.7%
13:00	Display Off	25	138	3	2.2%	19.7	0.4	5	40	25.6	25.5	30.5	82.0%
14:00	Display Off	25	147	11	7.5%	18.4	1.4	5	44	25.8	26.7	32.5	86.9%
15:00	Display Off	25	168	8	4.8%	21.0	1.0	5	44	24.9	24.4	28.9	84.5%
16:00	Display Off	25	210	5	2.4%	26.3	0.6	5	44	26.3	27.9	32.0	85.7%
17:00	Display Off	25	148	3	2.0%	18.5	0.4	5	38	26.9	27.8	30.8	85.8%
18:00	Display Off	25	120	1	0.8%	15.0	0.1	5	38	22.0	21.6	29.4	77.8%
19:00	Display Off	25	115	4	3.5%	14.4	0.5	5	40	25.5	24.6	31.4	80.8%
20:00	Display Off	25	62	3	4.8%	7.8	0.4	5	39	22.3	20.1	30.0	75.9%
21:00	Display Off	25	37	3	8.1%	5.3	0.4	6	43	22.0	20.1	29.2	67.4%
22:00	Display Off	25	10	0	0.0%	1.4	0.0	18	31	25.5	23.9	27.5	90.0%
23:00	Display Off	25	7	0	0.0%	1.0	0.0	7	34	23.7	23.7	25.9	85.7%
Total Volumes/ Avg			2000	72	3.6%	268.4	9.6	5	44	26.1	26.0	30.2	85.2%
Total/Avg w/o Feedback			2000	72	3.6%	268.4	9.6	5	44	26.1	26.0	30.2	85.2%
Total/Avg w/ Feedback			0	0	0	0.0	0.0	n/a	n/a	n/a	n/a	n/a	n/a



Start: 2023-04-15

End: 2023-04-22

Times: 0:00-23:59

Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

Time	1 to 5	6 to 10	11 to 15	16 to 20	21 to 25	26 to 30	31 to 35	36 to 40	41 to 45	46 to 50	51 to 55	56 to 60	61 to 65	66 to 70	71 to 75	76 to 80	81 to 85	86 to 90	91 to 95	96 to 100	101 to 150	Avg Speed	Total
0:00	0	0	0	0	3	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.7	3
1:00	0	0	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	24.5	2
2:00	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.0	0
3:00	0	0	0	0	1	2	4	1	0	0	0	0	0	0	0	0	0	0	0	0	0	31.3	8
4:00	0	0	0	0	3	5	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	28.4	12
5:00	0	1	2	1	1	7	7	0	0	0	0	0	0	0	0	0	0	0	0	0	0	26.4	19
6:00	0	0	0	1	9	39	24	4	2	0	0	0	0	0	0	0	0	0	0	0	0	29.9	79
7:00	0	1	1	7	11	40	28	4	1	0	0	0	0	0	0	0	0	0	0	0	0	28.4	93
8:00	0	4	1	4	21	39	33	3	0	0	0	0	0	0	0	0	0	0	0	0	0	27.4	105
9:00	1	3	1	4	24	43	29	1	1	0	0	0	0	0	0	0	0	0	0	0	0	27.1	107
10:00	3	2	1	2	28	64	38	2	0	0	0	0	0	0	0	0	0	0	0	0	0	27.4	140
11:00	2	1	3	7	31	68	24	8	0	0	0	0	0	0	0	0	0	0	0	0	0	27.2	144
12:00	0	2	4	4	22	54	36	4	0	0	0	0	0	0	0	0	0	0	0	0	0	27.7	126
13:00	2	7	7	9	28	56	26	3	0	0	0	0	0	0	0	0	0	0	0	0	0	25.5	138
14:00	5	7	5	8	29	53	29	10	1	0	0	0	0	0	0	0	0	0	0	0	0	25.9	147
15:00	10	13	3	12	33	49	40	7	1	0	0	0	0	0	0	0	0	0	0	0	0	24.7	168
16:00	7	10	4	6	39	80	59	4	1	0	0	0	0	0	0	0	0	0	0	0	0	26.4	210
17:00	3	6	2	3	24	71	36	3	0	0	0	0	0	0	0	0	0	0	0	0	0	26.8	148
18:00	14	14	3	6	18	44	20	1	0	0	0	0	0	0	0	0	0	0	0	0	0	22.1	120
19:00	2	7	2	6	32	35	27	4	0	0	0	0	0	0	0	0	0	0	0	0	0	25.5	115
20:00	3	8	3	7	15	14	9	3	0	0	0	0	0	0	0	0	0	0	0	0	0	22.3	62
21:00	0	8	3	3	12	2	6	2	1	0	0	0	0	0	0	0	0	0	0	0	0	21.7	37
22:00	0	0	0	1	3	5	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	25.4	10
23:00	0	1	0	0	3	2	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	23.9	7
Total	52	95	45	91	392	772	481	64	8	0	0	0	0	0	0	0	0	0	0	0	0	26.2	2000



Start: 2023-04-15

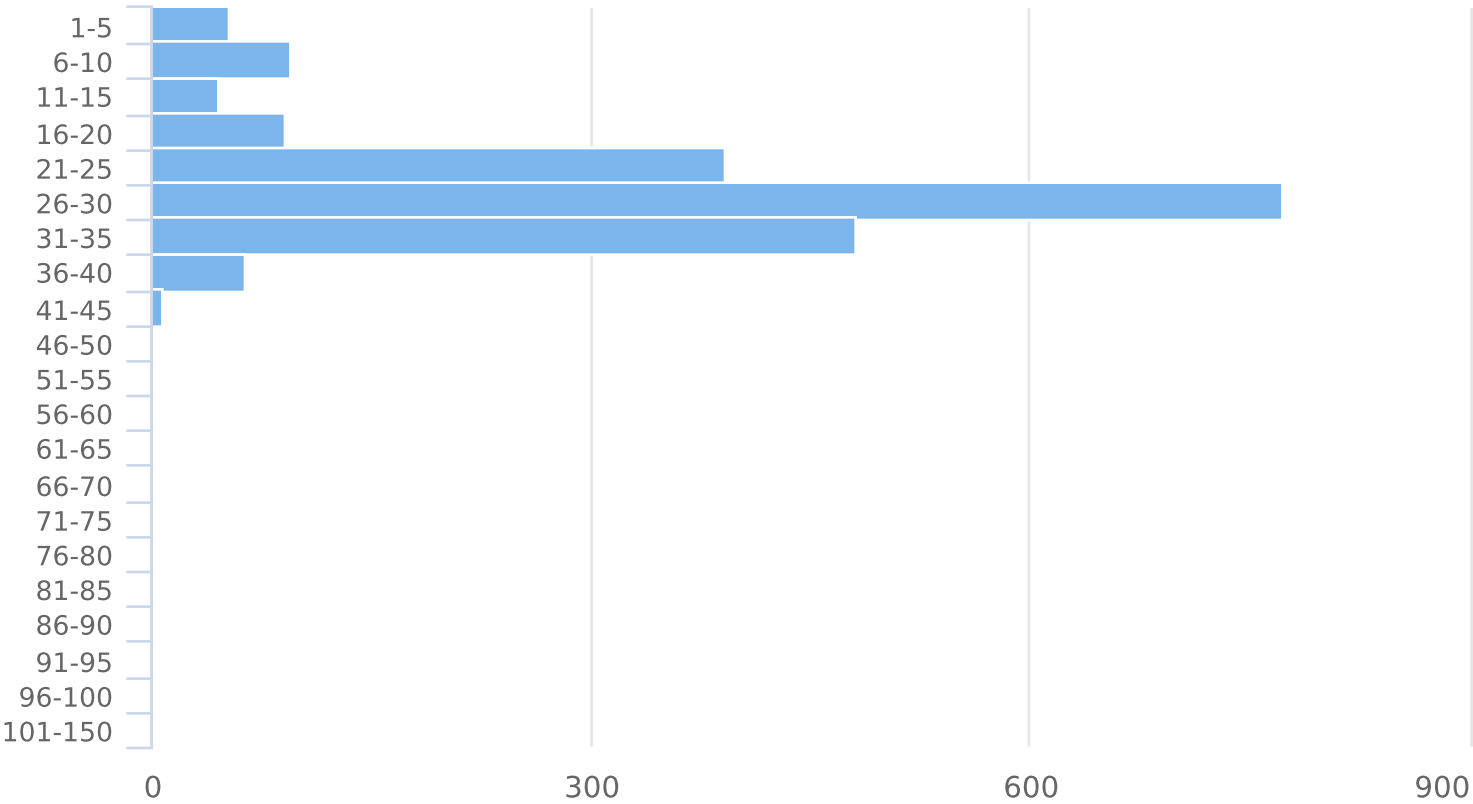
End: 2023-04-22

Times: 0:00-23:59

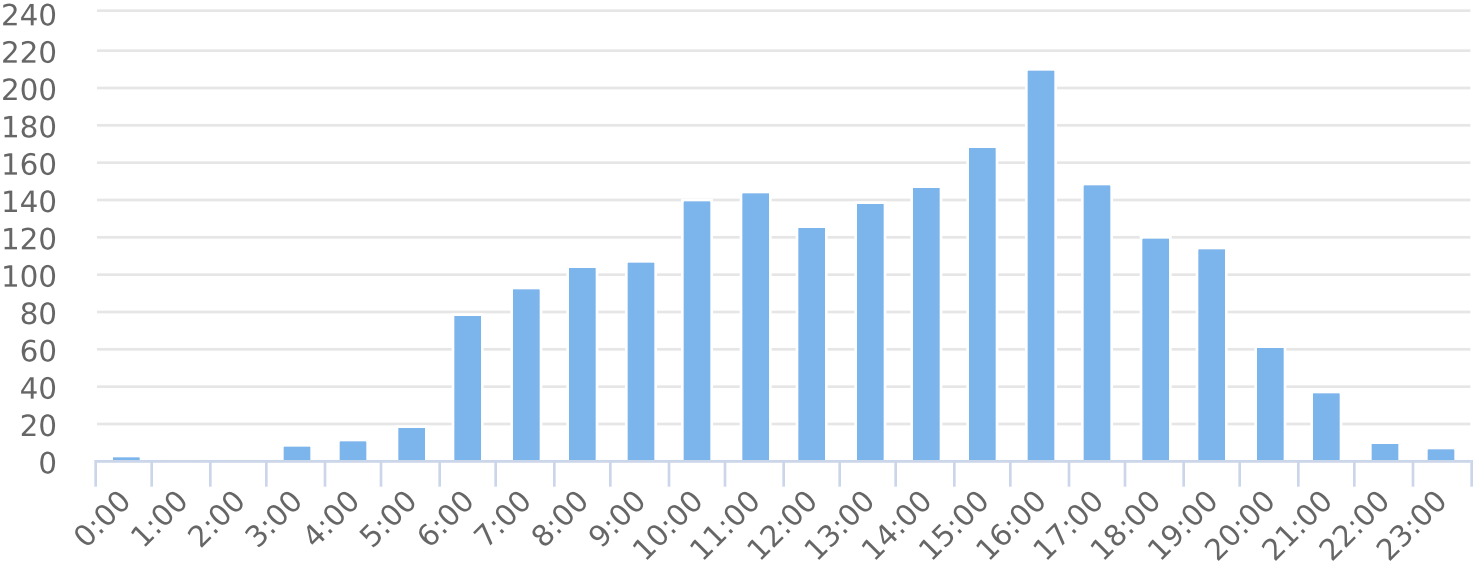
Speed Bins: Size 5, Range 1 to 150

Time View: By Hour (Total Volumes)

Total Volume by Speed Distribution



Volume over Time



City of Augusta, Maine
DEPARTMENT OF DEVELOPMENT SERVICES

AUGUSTA STATE AIRPORT
CODE ENFORCEMENT
ECONOMIC DEVELOPMENT



FACILITIES & SYSTEMS
PLANNING

MEMO

TO: Susan Robertson, Matt Nazar, Jared Mills, Mayor O'Brien, Augusta City Council
FROM: Keith P. Luke
DATE: May 22, 2023
RE: Efficiency Maine Level 3 EV Grant Opportunity

In late March, Efficiency Maine released an RFP for DC Fast Charging stations on the Interstate 95 corridor and designated the stretch between Exit 109 and 113 in Augusta as the recipient of an award due to its strategic central corridor location. The terms of the grant require that a facility be located within 1 mile of the Interstate 95 corridor and provide an 80% match on municipal or private funds allocated to a Level 3 Charging facility. The cost of establishing the facility could easily exceed \$500,000. This cost will largely depend on the electrical infrastructure available at the chosen site.

City staff has identified ReVision Energy of South Portland as a highly suitable partner to fulfill the requirements of the grant application. ReVision is able to meet both the June 22, 2023 application deadline and provide the necessary matching capital to secure the grant and begin work on a facility. While the precise location and terms of the lease are yet to be finalized, it is highly likely that a ten-year lease term will be sought, with the facility to be situated on the Augusta Civic Center Campus.

ReVision Energy has provided a Letter of Intent, recognizing the significant time and engineering work that they will undertake to complete the Efficiency Maine grant application. My understanding is that they have similar Letters of Intent in place with both Freeport and Eliot.

Both the City Attorney Cam Ferrante and corporation counsel for ReVision have reviewed and approved the LOI document. A representative from Revision Energy will be available during the upcoming informational meeting on Thursday night to provide further details and discuss the project.

LETTER OF INTENT AND EXCLUSIVITY AGREEMENT

THIS LETTER OF INTENT AND EXCLUSIVITY AGREEMENT (“Agreement”) is entered into effective the ____ day of _____, 2023 (“Effective Date”), by and between ReVision Energy Inc. (“ReVision”) a Maine corporation, and the City of Augusta (the “City”) a Maine municipality (collectively as the “Parties”, or, singly, as a “Party”).

RECITALS

WHEREAS, ReVision is an electric vehicle service equipment (“EVSE”) development, design, and installation company that has established a business to provide a variety of vehicle charging and support services to owners of plug-in electric vehicles (“EVs”);

WHEREAS, the City desires to have publicly available DC Fast Charging station(s) located on City-owned surface parking lot(s) for the primary use of residents and visitors (“DC Fast Charging Stations”);

WHEREAS, the Parties desire that DC Fast Charging Stations be installed at little to no cost to the City and agree that the installation of the DC Fast Charging Stations by ReVision is dependent upon securing adequate third-party funding;

WHEREAS, the Parties desire to obtain such third-party funding from the Efficiency Maine Trust (“Efficiency Maine”), specifically through Efficiency Maine’s most recent request for proposals respecting DC Fast Charging Stations (RFP EM-011-2023), dated March 23, 2023 (the “RFP”);

WHEREAS, the Parties intend to finalize definitive license agreement(s) (each a “License Agreement”) for the DC Fast Charging Stations setting forth the specific rights and obligations of the Parties relating to the licensing of a portion of the City’s property for DC Fast Charging Stations and setting forth the terms under which the City will grant ReVision a license to use such property;

WHEREAS, the Parties mutually agree that in the event ReVision is awarded funding based on its response to the RFP, ReVision will need exclusive development rights for two (2) years from the Effective Date in order to allow for the development and installation of the DC Fast Charging Stations; and

WHEREAS, as a preliminary step to the development, design, and installation of the DC Fast Charging Stations, the Parties wish to set forth their respective commitments to one another in this Agreement;

NOW THEREFORE, based upon the foregoing and in consideration of the mutual covenants and conditions contained herein, the Parties hereby agree as follows:

AGREEMENT

1. Recitals. The recitals set forth above are hereby incorporated herein by this reference.
2. Charging Stations. Subject to any modifications the Parties may ultimately agree to in the License Agreements and any other definitive agreements, and as may be further modified through the design and permitting processes, the DC Fast Charging Stations shall be installed, owned, operated, and

maintained by ReVision. Upon mutual agreement of the Parties, the DC Fast Charging Stations shall be located at a mutually agreed upon location and be made available for use by EV drivers. ReVision will be entitled to place signage and other branding or marketing materials on or around the DC Fast Charging Stations. The Parties shall work collaboratively on selecting each location for a DC Fast Charging Station and will be considered equity, spatial diversity, costs, and potential utilization in the selection of a location.

3. **Funding.** The Parties agree that adequate funding is crucial to ReVision's ability to purchase and install the DC Fast Charging Stations and that ReVision will not be obligated to purchase or install any of the DC Fast Charging Stations without first securing adequate funding. ReVision shall use commercially reasonable efforts to apply for funding from Efficiency Maine through the RFP, as well as Federal, State, utility, or other programs. The City shall cooperate with ReVision's reasonable requests to assist in applying for and obtaining funding for the DC Fast Charging Stations. The adequacy of funding shall be determined by ReVision in its sole discretion.
4. **License Agreements.** Each License Agreement shall be for an initial term of at least 10 years, with two available 5-year renewal terms. ReVision will be responsible for paying all equipment, development, design, construction, permitting, and electricity costs associated with the installation or operation of the DC Fast Charging Stations. ReVision will be responsible for the installation of a separate meter for the DC Fast Charging Stations.
5. **Actions by the Parties:** In order to allow for development of the proposed DC Fast Charging Stations and subject to this Agreement, the Parties will make commercially reasonable efforts to complete the following development activities:

Activity	Context	Responsible Party
Site Selection	Review potential locations to determine which sites are best suited for the installation of a DC Fast Charging Station.	ReVision and the City
Submit Funding Applications	Submit applications for funding from Federal, State, utility, and other programs to fund the installation of the DC Fast Charging Stations via grants, rebates and other forms of funding.	ReVision
Complete technical site visit	Site walk with the Parties to assess conditions on the ground for each selected site.	ReVision
Prepare preliminary Charging Station design	After a site has been selected, prepare a preliminary design of the DC Fast Charging Station(s) for that site.	ReVision
Negotiate legal terms of License Agreements	Negotiate the License Agreements.	ReVision and the City

Execute License Agreements	Execute License Agreements.	ReVision and the City
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6. License Agreement Finalization. The Parties understand that the License Agreements are yet to be finalized, and that such negotiations will be conducted in good faith.
7. Exclusivity. ReVision shall have until two (2) years from the Effective Date, or such later date as may be mutually agreed in writing by the Parties (the “Exclusivity Period”), to develop the DC Fast Charging Stations and to facilitate the finalization of the Licenses Agreements and any other definitive agreements that may be necessary to be entered into between ReVision and the City. In consideration of the time and resources ReVision is devoting to such efforts, for the duration of the Exclusivity Period, the City shall not enter into or continue any discussions or negotiations with, consider any other offers from, or enter into any other agreement or arrangement with any other person or entity other than ReVision regarding the development of DC Fast Charging Stations serving the public in the City. Notwithstanding the foregoing, the Exclusivity Period shall automatically terminate in the event ReVision either (i) fails to submit a proposal responsive to the RFP on or before June 22, 2023 or (ii) is not awarded funding from Efficiency Maine on or before July 27, 2023 or such other award date established by Efficiency Maine with respect to the RFP.
8. Confidentiality. The provisions of this Agreement and all information related to this Agreement, the DC Fast Charging Stations or funding applications that is shared between the Parties shall be treated as confidential for a term of no less than two years from the Effective Date. These confidentiality provisions shall not apply to any information (a) previously known to either Party free of any obligation to keep it confidential; (b) that has been or which becomes publicly known, through no wrongful act of either Party; (c) which is rightfully received from a third party who is under no obligation of confidence to either Party; (d) which is independently developed by the receiving Party without resort to the Information that has been disclosed pursuant to this Agreement; or (e) is required to be disclosed in order to comply with applicable law or regulation or with any requirement imposed by judicial or administrative process or any governmental or court order.
9. No Joint Venture. Nothing contained in this Agreement shall be construed as creating or establishing a joint venture or partnership between ReVision and the City.
10. Limitations of Liability. In no event shall either Party be liable to the other Party or its representatives or customers for special, indirect, non-compensatory, consequential, punitive, or exemplary damages of any type, including lost profits, loss of business opportunity or business interruptions, whether arising in contract or tort (including negligence, whether sole, joint, or concurrent or strict liability), or otherwise, arising out of this Agreement.
11. Availability of Equitable Relief. Each Party understands and agrees that its breach or threatened breach of this Agreement will cause irreparable injury to the other Party and that money damages will not provide an adequate remedy for such breach or threatened breach, and both Parties hereby agree that, in the event of such a breach or threatened breach, the non-breaching Party will also be entitled, without the requirement of posting a bond or other security, to equitable relief, including injunctive relief and specific performance. The Parties’ rights under this Agreement are cumulative, and a Party’s exercise of one right shall not waive the Party’s right to assert any other legal remedy.

12. Binding Provisions. Sections 7 through 13 of this Agreement shall be binding on and inure to the benefit of the Parties and their respective heirs, successors and assigns. Sections 1 through 6 of this Agreement reflect the non-binding terms contemplated by the Parties for the development, design, and installation of the DC Fast Charging Stations.
13. Miscellaneous. This Agreement will be governed by the law of the State of Maine without regard to conflicts of law principles. If any provision of this Agreement is found to be illegal or unenforceable, the other provisions shall remain effective and enforceable to the greatest extent permitted by law. This Agreement may be executed electronically and in counterparts, each of which shall have the effect of and be considered as an original of this Agreement.

IN WITNESS WHEREOF, the Parties have executed this Agreement effective as of the Effective Date.

ReVision Energy Inc.

By: _____

Print Name: Daniel Clapp

Title: _____

City of Augusta

By: _____

Print Name: Susan E. Robertson

Title: City Manager



**EFFICIENCY MAINE TRUST
REQUEST FOR PROPOSALS (RFP) FOR
DC FAST CHARGING STATIONS – MAINE PHASE 5**

RFP EM-011-2023

Date Issued: March 23, 2023

Proposals Due: June 22, 2023, 11:59 p.m. Eastern Time (US)

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Separate attachments:

Attachment A – Project Cost Proposal Form

Attachment B – Standard Agreement

Attachment C – Maps of Eligible Route Segments

Attachment D – Data Capture and Reporting Requirements

Attachment E – Utility Load Form – Central Maine Power

Attachment F – Utility Load Form – Versant Power

SECTION 1 – RFP INFORMATION AND INSTRUCTIONS

1.1 Purpose

The Efficiency Maine Trust (the Trust) seeks qualified bidders to install and operate DC Fast Chargers (DCFC) for electric vehicles (EVs) along select “Alternative Fuel Corridors”¹ in Maine. This solicitation will use funds dedicated to EV charging infrastructure from the National Electric Vehicle Infrastructure (NEVI) Formula Program through the Bipartisan Infrastructure Law (BIL).² The NEVI program aims to strategically deploy EV charging infrastructure along the nation’s Alternative Fuel Corridors. The target areas particular to this RFP are located on certain segments of US Route 1 and Interstate 95 consistent with the Maine Plan for EV Infrastructure Deployment published by the Maine Department of Transportation (MaineDOT) in July 2022.³ Bids that propose to serve only one location will be eligible, and bids proposing to serve multiple locations will also be acceptable.

1.2 Designated Contact Person for this RFP

Amalia Siegel
Program Manager
Efficiency Maine Trust
168 Capitol Street, Suite 1
Augusta, ME 04330-6856
Phone: (207) 553-3045
Email: amalia.siegel@efficiencymaine.com

1.3 Schedule

Milestone	Date/Deadline
RFP Issued	3/23/2023
Bidder’s Informational Webinar #1	4/5/2023
Questions Due	4/19/2023
Responses to Questions Posted	4/26/2023
Bidders’ Information Webinar #2	5/10/2023
Proposals Due	6/22/2023, 11:59 p.m. Eastern Time (US)
Anticipated Award Date	7/27/2023
Anticipated Contract Start	8/31/2023

Schedule changes: The Trust reserves the right to modify this schedule at its discretion. Any changes or additional information regarding the RFP schedule and pre-bid activities, including responses to questions, will be posted on the RFP EM-011-2023 webpage at <https://www.efficiencymaine.com/opportunities/rfp-em-011-2023/>.

¹ <https://afdc.energy.gov/laws/11675>

² <https://www.fhwa.dot.gov/environment/nevi/>

³ <https://www.efficiencymaine.com/docs/pevid-2022.pdf>

1.4 Bidders' Informational Webinars

For interested bidders, the Trust will offer two informational webinars that will cover project eligibility, RFP requirements, incentive structure, and available resources. Attendance in the webinars is not a prerequisite for bidding. Bidders may sign up using the following links:

- Wednesday, April 5, 2023 at 1:00pm – [Bidders' Informational Webinar #1 Registration](#)
- Wednesday, May 10, 2023 at 10:00am - [Bidders' Informational Webinar #2 Registration](#)

1.5 Anticipated Contract Term

The anticipated term of the contracts is a minimum of five (5) years from the date the EV chargers developed under this RFP become operational.

1.6 Anticipated Contract Budget

The Trust's total budget available for this RFP comprises approximately \$6,966,000 of NEVI Formula funds for capital incentives and demand charge incentives.

1.7 Proposal Submittal Deadline

All proposals must be submitted electronically via the online Submission Form on the RFP EM-011-2023 webpage (<https://www.efficiencymaine.com/opportunities/rfp-em-011-2023/>).

Proposals must be received by the due date and time specified in section 1.3. Bidders will receive a time-stamped confirmation email when their proposals are received. (Note: There may be a delay of a few minutes between submission and this confirmation email.) Proposals received after the deadline will not be considered. Proposals must be complete when submitted; changes or additions will not be accepted after the specified due date and time, except for any clarifications the Trust requests of bidders. Bidders are responsible for ensuring their bids are timely received before the deadline, and the Trust encourages bidders to submit their proposals with sufficient time to account for any technological challenges (e.g., Internet disruptions, power outages) or potential delays in transmittal.

1.8 Submitting Questions

It is the responsibility of all bidders and other interested parties to examine the entire RFP and to seek clarification, in writing, if they do not understand any information or instructions. Questions regarding this RFP must be submitted by email to the Designated Contact Person listed in section 1.2 prior to the due date for questions noted above in section 1.3. The subject line of the email should be: "DC Fast Charging Stations – Phase 5". Responses to questions will be posted on <http://www.efficiencymaine.com/opportunities/rfp-em-011-2023>, as will all clarifications and amendments released in regard to the RFP. It is the responsibility of all interested parties to check this website periodically to obtain clarifications and amendments. Only those clarifications and amendments posted on this website are considered binding.

1.9 Proposal Confidentiality

Bidders should be aware that information provided to the Trust is subject to the Maine Freedom of Access Act (FOAA), 1 M.R.S. §§ 401 et seq., and all information received by the Trust is considered a public record unless there is a specific, applicable confidentiality exemption in the Efficiency Maine Trust Act, 35-A M.R.S. §10106. Bidders should assume that all information submitted in response to this RFP will be available for public inspection pursuant to the Maine FOAA following announcement of an award decision.

1.10 Contract Award

The Trust will notify all bidders of the contract award decision by email. The Trust may make multiple awards under this RFP, or it may make a single award to an entity serving multiple locations. The Trust reserves the right to award all or part of a winning bidder's proposal. The Trust reserves the right to negotiate the final terms and conditions of the contract award with any bidder whose proposal is selected for an award by the Trust, and to reject any awarded bidder with whom the Trust cannot agree to terms and conditions meeting the Trust's needs, in the Trust's sole judgment. The Trust reserves the right to reject any proposal that does not meet these requirements.

1.11 Contracting Process

The selection process is governed by the Efficiency Maine Trust Rule Chapter 1: Contracting Process for Service Providers and Grant Recipients, which can be found on the Trust's website:

<http://www.efficiencymaine.com/docs/Chapter-1-Contracting-Process-for-Service-Providers-and-Grant-Recipients.pdf>.

1.12 RFP Process – Reservation of Rights

The Trust reserves the right to cancel or extend the RFP process at any time, and to issue clarifications and amendments to the RFP. The Trust also reserves the right to reject noncompliant submissions in response to this RFP. The Trust, in its sole discretion, reserves the right to recognize and waive minor informalities and irregularities found in proposals received in response to this RFP. Issuance of this RFP does not commit the Trust to make an award. The Trust will not pay any costs or expenses incurred by a bidder in connection with preparation of a proposal or response to this RFP.

1.13 Contract Agreement

A copy of the Efficiency Maine Trust Standard Agreement that will be used in connection with this RFP is provided as **Attachment B – Standard Agreement**. This is the standard document that will complete the agreement for services between a winning bidder and the Trust.

1.14 Request for Reconsideration

An aggrieved person may request a hearing for reconsideration of a contract award decision by filing a written petition with the Executive Director of the Trust within 14 calendar days of the notification of the contract award. Each petition to reconsider must meet the requirements specified in Efficiency Maine Trust Rule Chapter 1, Contracting Process for Service Providers and Grant Recipients, Section 5(B), which can be found at the link provided in Section 1.11 of this RFP.

SECTION 2 –BACKGROUND INFORMATION

2.1 Efficiency Maine Trust

The Efficiency Maine Trust (the Trust) is the administrator for programs to improve the efficiency of energy use and reduce greenhouse gases in Maine. The Trust serves all sectors and all regions of the state. Its suite of nationally recognized programs provides consumer information, discounts, rebates, loans and investments for high-efficiency, clean energy equipment and strategies to manage energy demand. The Trust is a quasi-state agency governed by a Board of Trustees with oversight from the Maine Public Utilities Commission.

2.2 Background

The Maine Legislature designated the Trust to administer funds dedicated to expanding the availability of public EV charging infrastructure in Maine⁴. The Trust has administered multiple rounds of funding for public EV charging infrastructure in Maine using funds from the Volkswagen (VW) settlement, the New England Clean Energy Connect (NECEC) settlement, the Maine Public Utilities Commission and the Maine Jobs and Recovery Plan (MJRP).⁵ The initiative covered by this RFP has received and will be deploying funds from the National EV Infrastructure (NEVI) Formula program, which uses resources from the Infrastructure Investment and Jobs Act, also known as the Bipartisan Infrastructure Law (BIL). The Trust is under contract with MaineDOT and the Governor’s Energy Office (GEO) to administer funds from the NEVI program.

Over the next several years, Maine will receive approximately \$19 million from the NEVI Formula program. The NEVI funds will be disbursed through subsequent rounds of solicitations consistent with the Maine Plan for Electric Vehicle Infrastructure Deployment (PEVID). MaineDOT developed the PEVID in collaboration with the Trust and other state agencies and with input from a wide range of stakeholders. The PEVID describes the priorities and strategy for developing a statewide EV charging network, called “Recharge Maine,” and was approved by the Federal Highway Administration (FHWA) in September 2022. The plan is available at <https://www.efficiencymaine.com/at-work/electric-vehicle-supply-equipment-initiative/>.



A critical goal in deploying these funds is to establish DC fast charging every 50 miles or less along Maine’s Alternative Fuel EV Corridors and along additional State Priority Corridors. Another goal is to enhance Maine communities’ capacity to attract commerce and tourism and to serve local EV drivers as EVs become the dominant form of transportation.

The aim of this RFP is to fill gaps in the state’s public fast charging network along a certain segment of coastal Route 1 and to add charging capacity in the heavily traveled areas of Augusta and Bangor. The Trust will seek to ensure quality installations of DC fast chargers in the prescribed route segments and

⁴ <https://legislature.maine.gov/statutes/35-A/title35-Asec10125.html>

⁵ <https://www.efficiencymaine.com/at-work/electric-vehicle-supply-equipment-initiative/>

areas. These fast chargers must provide quick, convenient, and reliable charging to the public to enable EV drivers to travel along key routes in Maine with the knowledge that they can quickly recharge at sites no more than 50 miles apart.

The establishment of a network of public DCFC in Maine is complemented by three related initiatives being implemented by the Trust:

- a campaign to expand the availability of Level 2 chargers at workplaces, multi-unit dwellings, businesses, and government-owned lots with a goal of adding more than 2,000 units over four to five years;
- a \$13.5 million, multi-year program offering rebates for the purchase or lease by Maine consumers of battery-electric vehicles and plug-in hybrid electric vehicles; and
- a comprehensive education and outreach campaign to inform Mainers about various aspects of EV ownership.

2.3 Project Goals and Objectives

This solicitation seeks proposals to rapidly install publicly available, universal DCFC at distances no greater than 50 miles apart along certain segments of Alternative Fuel Corridors described in more detail below as “Eligible Segments.” The selected bidder(s) or bid team(s) will be expected to install, operate, maintain, and promote the use of the charging stations.

The Trust seeks to award projects that will have a high likelihood of sustainable operation throughout the 5-year term of the contract and thereafter. In recognition that EV ownership is still in its early stages, and to accelerate adoption of public EV charging in strategically important areas, the Trust is offering capital incentives as well as five (5) years of operating support in the form of demand charge incentives. These incentives will partially defray the cost of demand charges during this nascent period of growth in EV traffic.

The Trust will seek to award proposals that have a high likelihood of being completed within one year.

2.4 Definitions

The following definitions will apply in this RFP and are a modified version of the definitions found in the Federal Highway Administration National Electric Vehicle Infrastructure Standards and Requirements. (Title 23, CFR Chapter I, Subchapter G, Part 680):

1. **Alternative Fuel Corridor (AFC):** National EV charging corridors designated by FHWA pursuant to 23 U.S.C. 151.
2. **CHAdEMO:** A type of protocol for a charging connector interface between an EV and a charger.
3. **Charger:** A device with one or more charging ports and connectors for charging EVs. Also referred to as Electric Vehicle Supply Equipment (EVSE).
4. **Charging Network:** A collection of chargers located on a property or properties that are connected via digital communications to manage the facilitation of payment, the facilitation of electrical charging, and any related data requests.
5. **Charging Network Provider:** The entity that operates the digital communication network that remotely manages the chargers. Charging network providers may also serve as charging station operators and/or manufacture chargers.
6. **Charging Port:** The system within a charger that charges one EV. A charging port may have multiple connectors, but it can provide power to charge only one EV through one connector at a time.

7. **Charging Station:** The area in the immediate vicinity of a group of chargers and includes the chargers, supporting equipment, parking areas adjacent to the chargers, and lanes for vehicle ingress and egress. A charging station could comprise only part of the property on which it is located.
8. **Charging Station Operator:** The entity that owns the chargers and supporting equipment and facilities at one or more charging stations. Although this entity may delegate responsibility for certain aspects of charging station operation and maintenance to subcontractors, this entity retains responsibility for operation and maintenance of chargers and supporting equipment and facilities. The charging station operator may be the same entity as the host site or the charging network provider.
9. **Combined Charging System (CCS):** A standard connector interface that allows direct current fast chargers to connect to, communicate with, and charge EVs.
10. **Connector:** The device that attaches an EV to a charging port in order to transfer electricity.
11. **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).
12. **Direct Current Fast Charger (DCFC):** A charger that enables rapid charging by delivering direct-current (DC) electricity directly to an EV's battery.
13. **Electric Vehicle (EV):** A motor vehicle that is either partially or fully powered on electric power received from an external power source.
14. **Electric Vehicle Infrastructure Training Program (EVITP)** A training program for the installation of electric vehicle supply equipment.⁶
15. **Electric Vehicle Supply Equipment (EVSE):** See definition of a charger.
16. **Eligible Segment:** is a span of roadway located in Maine along which this RFP seeks qualified bids. The parameters for an Eligible Segment are articulated in Section 2.6.4 of this RFP.
17. **Host Site:** A specific property at which the property owner consents to host EV chargers accessible to the public along an Eligible Segment of roadway.
18. **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.
19. **Private Entity:** A corporation, partnership, company, other nongovernmental entity, or nonprofit organization.
20. **Secure Payment Method:** A type of payment processing that ensures a user's financial and personal information is protected from fraud and unauthorized access.

2.5 Additional Sources of Information

Following are links to additional information that bidders may find helpful in preparing a response to this RFP:

TITLE	LOCATION (link)
Efficiency Maine Trust website	www.efficiencymaine.com
Efficiency Maine Trust – Triennial Plan	https://www.efficiencymaine.com/about/library/policies/

⁶ <https://evitp.org/>

TITLE	LOCATION (link)
Background on Electric Vehicle Initiatives at Efficiency Maine	https://www.efficiencymaine.com/at-work/electric-vehicle-supply-equipment-initiative/
List of Maine EV Charging Service Providers	https://www.efficiencymaine.com/docs/EV-Charging-Service-Provider-List.pdf
List of Interested Host Sites	https://www.efficiencymaine.com/docs/DCFC_Interested_Host_Sites.pdf
Electric Vehicle Charging Resources	https://www.efficiencymaine.com/at-work/electric-vehicle-charging/

2.6 Incentives, Costs, and Eligible Locations

2.6.1 Incentives

The grant funds awarded from the Trust through this RFP will be used to cover (1) the capital incentive and (2) the demand charge incentive.

The capital incentive will provide up to 80% of the eligible project costs (other than utility demand charges) net of expected federal tax credits and any federal, state, or private grants. Eligible and non-eligible costs are described in more detail below. As described in Section 5, below, the scoring of the bids will give significant weight to proposals that deliver the required equipment for the lowest amount of grant from the Trust per kilowatt (kW). The amount of the capital incentive to be paid by the Trust, on a reimbursement basis, will be the lesser of (a) the Trust Grant Funds Requested (see the Project Cost Proposal Form) in the bid or (b) 80% of the eligible costs (excluding demand charges) actually incurred as documented in receipts and paid invoices, net of federal tax credits and any federal, state, or private grants.

As part of the Trust's grant award, winning bids, once placed under contract, will also receive a demand charge incentive for the first five years of operation. This incentive, separate from and in addition to the capital incentive, will reimburse the grant recipient for up to 20% of utility demand charges actually incurred, up to a cap of \$96,000. The incentive will be paid over five years. To increase its score on the "Cost" criteria, the bidder may bid a demand charge incentive that is less than the cap; the award will be limited to the amount bid.

The demand charge incentive will be paid quarterly, as a reimbursement for actual charges incurred and paid, net of any service credit applied by the Trust pursuant to the Service Level Agreement (SLA) prescribed in Rider B of the Standard Agreement (see RFP Attachment B). As noted above, the maximum demand charge incentive will be the amount bid or the default cap, whichever is less. To be eligible for this incentive the DC fast charger(s) installed under this award must be metered separately from other loads. In the event additional chargers are added in future years to this separately metered load, the demand charge incentive will be limited to the demand charges associated with the load of original charger(s) on the meter. The winning bidder(s) will be responsible for installing metering equipment approved by the Trust that will provide the Trust with sufficient information to disaggregate the new load.

2.6.2 Eligible Costs

The costs of the following items will be eligible for the financial incentive through the grant award made under this RFP:

- a. DCFC units (including the required number of CCS connectors and one optional CHAdeMO connector for each site as specified in Section 3.1.1), power conversion hardware, and associated equipment;

- b. Electrical system costs, not covered by the utility, of connecting the chargers to the panel and the utility distribution system;
- c. Other hard costs (concrete, conduit, wire, signage, bollards, other equipment and materials, etc.) directly related to the installation of the chargers;
- d. Services costs and personnel costs incurred for site design and preparation, charger design and engineering, permitting, and project management during the development, construction and installation phase but not after the chargers are put into commercial operation;
- e. Shipping of hardware;
- f. 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;
- g. Hardware and software used to make the chargers “networked,” plus networking subscription costs for the first five years of operation when billed and paid as a single, upfront, lump-sum cost;
- h. Battery energy storage systems (BESS) and related equipment that are dedicated to reducing the load associated with the chargers funded by this RFP;
- i. EVITP registration fees for licensed electricians involved in the installation of charging equipment funded by this RFP; and
- j. Utility “demand charges” for the first five years of operation.

2.6.3 Non-Eligible Costs

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

- a. Purchase or rental of real-estate;
- b. All operating costs (other than those enumerated above in Section 2.6.2 subsections (f), (g), and (j)), including but not limited to electricity bills, management and legal costs, insurance, and snow removal;
- c. Costs related to DC fast charging investments that have been publicly announced (eligible costs must clearly be in excess of anything that has been publicly announced);
- d. Costs related to DC fast charging investments that are required by an original equipment manufacturer (OEM) in order for a licensed motor vehicle dealer to sell any make or model of EV in Maine;
- e. Any costs claimed as creditable costs under the National ZEV Investment Plan as defined in Section 1.4 of Appendix C of the VW settlement partial consent decree. See APPENDIX C to PARTIAL CONSENT DECREE MDL No. 2672 CRB (JSC), available at <https://www.vwcourtsettlement.com/en/docs/DOJ/Approved%20Appendix%20C.pdf>; and
- f. Any costs claimed as eligible costs under a prior incentive award from Efficiency Maine for EV charging infrastructure.

2.6.4 Eligible Locations

The physical location of proposed DCFC sites must meet the parameters of this section. Below are the Eligible Segments of Alternative Fuel Corridors in Maine on which bids will be accepted for this RFP. Proposed sites must be within one (1) driving mile of the nearest highway exit or intersection with the named route(s). Maps of each Eligible Segment or Location are included as Attachment C to this RFP.

Alternative Fuel Corridor	Segment or Location	Approximate Number of Sites
---------------------------	---------------------	-----------------------------

Interstate 95 (I-95)	#1	From Exit 180 in Hampden to Exit 187 in Bangor	1
	#2	From Exit 109 to Exit 113 in Augusta	1
US Route 1	#3	From Freeport to Ellsworth	5

For the segment of US Rt. 1 from Freeport to Ellsworth, the Trust will accept bids from any location along this segment, including locations in Freeport and Ellsworth. In evaluating bids, the Trust will seek to award approximately five (5) locations along this segment at a distance of no greater than 50 miles apart. The Trust will seek to maximize the number of sites that can be awarded using the incentive dollars available, and to maximize the distances between publicly available, NEVI-compliant DCFC along the designated Alternative Fuel Corridors without exceeding a distance of 50 miles.

Applicants may submit a single bid to develop and serve multiple sites but must submit individual site descriptions and proposal information including Project Cost Proposal Forms for each site.

Bids may propose to construct a new charging site or upgrade a site where there are already existing DCFC by adding, replacing, or modifying charging equipment.

SECTION 3 – SCOPE OF WORK

3.1 Primary Project Requirements and Tasks

The bids submitted in response to this RFP must identify a lead party who is referred to, for purposes of this RFP, as the Recipient. In the event the bid is awarded, the Recipient will be the named party on the resulting contract with the Trust and will be responsible for overall compliance with the terms of the contract and receiving the incentives paid by the Trust. The Recipient will be responsible for providing electric vehicle (EV) charging hardware, installation, and network operations for publicly available, universal EV charging services to consumers. The required scope of work covers hardware and software necessary to operate DCFC; equipment, materials and infrastructure directly associated with the operation of DC fast-charging stations; site selection, design, engineering, construction and installation of the specified charging stations; network operations; and maintenance and support through the period of performance (extending five years from the date the chargers become operational). Task objectives, deliverables, timelines, technical specifications and requirements are outlined in the following sub-sections.

The incentives that the Trust will use to pay awarded projects derive from federal NEVI Formula program funds, 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, referred to as “NEVI Standards” for the purposes of this RFP.⁷

Further, the Trust is required to include, and the Recipient is required to observe, certain contract provisions described in:

⁷ <https://www.federalregister.gov/documents/2023/02/28/2023-03500/national-electric-vehicle-infrastructure-standards-and-requirements>

1. Appendix II to 2 CFR Part 200 – Contract Provisions for Non-Federal Entity Contracts Under Federal Awards;
2. Federal Highway Administration (“FHWA”) regulations set forth 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 NEVI Program Funds.
 - (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 NEVI Formula 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 – Standard Agreement as Rider C-1 Federal EV Funds Contract Requirements.

At a minimum, the winning bidder must conduct the following primary tasks:

3.1.1 Install EV Charging Stations Meeting the Following Requirements

1. Installation –
 - a. Obtain all applicable local, state, and federal permits required for installation and operation of the EV chargers;
 - b. Ensure that the workforce installing, maintaining, and operating chargers meet the following standards as required by Section 680.106(j) of the NEVI Standards:
 1. Except as provided in paragraph (b)(2) of this section, all electricians installing, operating, or maintaining EVSE must meet one of the following requirements:
 - i. Certification from the EVITP.
 - ii. Graduation or a continuing education certificate from a registered apprenticeship program for electricians that includes charger-specific training and is developed as a part of a national guideline standard approved by the Department of Labor in consultation with the Department of Transportation.
 2. For projects requiring more than one electrician, at least one electrician must meet the requirements above, and at least one electrician must be enrolled in an electrical registered apprenticeship program.
 3. All other onsite, non-electrical workers directly involved in the installation, operation, and maintenance of chargers must have graduated from a registered apprenticeship program or have appropriate licenses, certifications, and training as required by the State.
 - c. Ensure that all installation work as it pertains to site preparation, curbing, striping, signage, charging equipment, billing and networking systems, and electrical interconnections is installed:
 1. consistent with the manufacturers’ specifications;
 2. consistent with the project design and specifications proposed in the bid;
 3. in accordance with all applicable local, state and federal zoning and code requirements; and

4. is working properly;
 - d. Coordinate the installation activities with the equipment manufacturer, host site, networking service, electric utility, and any sub-contractors needed to complete the work.
2. Charging Equipment Requirements –
The charging equipment that is subject to a financial incentive through this RFP must:
 - a. Be new, and unused (not refurbished or remanufactured);
 - b. Meet the following minimum specifications:
 1. Not less than four (4) and not more than eight (8) DCFC ports per site;
 2. Each port must be able to serve EVs using the CCS standard;
 - i. Optionally, one (1) port may also be able to serve EVs using the CHAdeMO standard;
 3. Each site must be able to supply power according to an EV's power delivery request up to at least 150kW to four (4) vehicles simultaneously.
 - c. Include all cables, connectors, interfaces, documentation for all components, and any other items necessary for full operation;
 - d. Be factory calibrated (as applicable) prior to, or during installation, in accordance with the Original Equipment Manufacturer (OEM) standards;
 - e. Include all standard manufacturer accessories;
 - f. Use the most current software version available as of the time it is installed;
 - g. Have the ability to stop the flow of power when not in use; and should have over-current protection to prevent vehicles from drawing too much power;
 - h. Be 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;
 - i. 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;
 - j. Include barriers or other configuration to prevent damage from equipment used for snow removal;
 - k. Include screen displays that are user friendly and easy to operate (display should be LCD, LED or equivalent, or better and should be readable in direct sunlight and at night);
 - l. Be tamper-proof and deter vandalism;
 - m. 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; and
 - n. Comply with all National Electrical Code and Federal Communications Commission regulations for safety and operation requirements.
3. Interoperability of Electric Vehicle Charging Infrastructure –
 - a. Charger-to-EV Communication. Chargers must conform to ISO 15118-3 and must have hardware capable of implementing both ISO 15118-2 and ISO 15118-20. By February 28, 2024, charger software must conform to ISO 15118-2 and be capable of Plug and Charge. Conformance testing for charger software and hardware should follow ISO 15118-4 and ISO 15118-5, respectively.

- b. **Charger-to-Charger-Network Communication.** Chargers must conform to Open Charge Point Protocol (OCPP) 1.6J or higher. By February 28, 2024, chargers must conform to OCPP 2.0.1.
 - c. **Charging-Network-to-Charging-Network Communication.** By February 28, 2024, charging networks must be capable of communicating with other charging networks in accordance with Open Charge Point Interface (OCPI) 2.2.1.
 - d. **Network Switching Capability.** Chargers must be designed to securely switch charging network providers without any changes to hardware.
- 4. **Charging Network Connectivity of Electric Vehicle Charging Infrastructure –**
 - a. **Charger-to-Charger-Network Communication.**
 - 1. Chargers must communicate with a charging network via a secure communication method. See Section 680.108 of the NEVI Standards for more information about OCPP requirements.
 - 2. Chargers must have the ability to receive and implement secure, remote software updates and conduct real-time protocol translation, encryption and decryption, authentication, and authorization in their communication with charging networks.
 - 3. Charging networks must perform and chargers must support remote charger monitoring, diagnostics, control, and smart charge management.
 - 4. Chargers and charging networks must securely measure, communicate, store, and report energy and power dispensed, real-time charging-port status, real-time price to the customer, and historical charging-port uptime.
 - b. **Interoperability.** See Section 680.108 of the NEVI Standards for interoperability requirements.
 - c. **Charging-Network-to-Charging-Network Communication.** A charging network must be capable of communicating with other charging networks to enable an EV driver to use a single method of identification to charge at Charging Stations that are a part of multiple charging networks. See Section 680.108 of the NEVI Standards for more information about OCPI requirements.
 - d. **Charging-Network-to-Grid Communication.** Charging networks must be capable of secure communication with electric utilities, other energy providers, or local energy management systems.
 - e. **Disrupted Network Connectivity.** Chargers must remain functional if communication with the charging network is temporarily disrupted, such that they initiate and complete charging sessions, providing the minimum required power level defined in Section 680.106(d) of the NEVI Standards.
- 5. **Data Capture Requirements –**

A winning bidder must comply with certain requirements to capture and report data relating to the performance of the chargers. The detailed requirements are enumerated in Attachment D.
- 6. **Payment Methods –**

Each charger must:

 - a. Provide for secure payment methods, accessible to persons with disabilities, which at a minimum shall include a contactless payment method that accepts major debit and credit cards, and either an automated toll-free phone number or a short message/messaging

system (SMS) that provides the EV charging customer with the option to initiate a charging session and submit payment;

- b. Not require a membership for use;
- c. Not delay, limit, or curtail power flow to vehicles on the basis of payment method or membership; and
- d. Provide access for users that are limited English proficient and accessibility for people with disabilities. Automated toll-free phone numbers and SMS payment options must clearly identify payment access for these populations.

7. Communication of Price –

- a. The price for charging must be displayed on the charging unit prior to initiating a charging transaction and be based on the price for electricity to charge in \$/kWh.
- b. The price for charging displayed and communicated via the charging network must be the real-time price (i.e., price at that moment in time). The price that is offered at the start of the session cannot be changed during the session.
- c. Price structure including any other fees in addition to the price for electricity to charge must be clearly displayed and explained.
- d. The chargers must have a point-of-sale and supporting network that is compatible with other public networks in Maine and, to the greatest extent practicable, employs roaming agreements providing compatibility with systems most commonly used in adjacent jurisdictions, including the Electric Circuit used in Quebec; and
- e. For the first five years of the contract, the chargers must charge a rate or fee to the customer for each charging event equal to the starting rate proposed in the Recipient's bid, provided that the Recipient may increase the rate or fee during this five-year period by not more than the Consumer Price Index, as measured using the online CPI Inflation Calculator published by the US Bureau of Labor Statistics, for the period since the last time the rate or fee was increased.⁸

8. Customer Data Privacy –

- a. Charging station operators must collect, process, and retain only that personal information strictly necessary to provide the charging service to a consumer, including information to complete the charging transaction and to provide the location of charging stations to the consumer. Chargers and charging networks should be compliant with appropriate Payment Card Industry Data Security Standards (PCI DSS) for the processing, transmission, and storage of cardholder data. Charging Station Operators must also take reasonable measures to safeguard consumer data.

9. Traffic Control Devices or On-Premises Signs Acquired, Installed, or Operated –

- a. General Requirements: Signage must comply with all applicable local, state, and/or federal laws, ordinances, regulations, and standards; and
- b. On-Site: Signage and other traffic control devices for each Host Site must clearly identify to an approaching driver from any ingress, that the Host Site has an EV Charger(s) and the location(s) of the EV Charger(s). On-site signage should indicate that parking spaces associated with the chargers are reserved for electric vehicles only.

⁸ https://www.bls.gov/data/inflation_calculator.htm

- c. The Manual on Uniform Traffic Control Devices for Streets and Highways (MUTCD) found at 23 CFR part 655 and the Highway Beautification regulation at 23 CFR part 750 address requirements about traffic control devices and on-premise signs.
 - i. Manual on Uniform Traffic Control Devices for Streets and Highways. All traffic control devices must comply with part 655 of this subchapter.
 - ii. On-Premises Signs. On-property or on-premise advertising signs must comply with part 750 of this chapter.

10. Requirements for Accessibility and Availability –

The chargers awarded through this RFP must:

- a. Be available to the public 24 hours per day, seven (7) days a week, year-round;
- b. Be accessible from a paved or hardscaped parking space that is clearly marked to designate the spaces as reserved for EV Charger parking, where the number of parking spaces reserved for EVs, within reach of the DCFC, is equal to the maximum number of EVs that can be charged simultaneously from chargers awarded pursuant to the RFP;
- c. Have dusk-to-dawn area lighting;
- d. Be accessible to persons with disabilities, which will be satisfied if at least one of the parking spaces meets ADA requirements and is accessible according to U.S. Access Board Design Recommendations for Accessible Electric Vehicle Charging Stations (it will not be necessary for the ADA spaces to be ADA reserved);⁹ and
- e. For eligible segments #1 and #2, include at least one pull-through lane for charging medium/heavy duty vehicles and vehicles towing trailers (for eligible segment #3, including a pull-through lane is preferred but not required); and
- f. Provide appropriate safety instructions for EV drivers regarding the proper use of the charging equipment.

3.1.2 Provide Ongoing Operation and Maintenance and Customer Service Support

1. Operation and Maintenance –

The Recipient must:

- a. Operate and maintain each EV Charger for at least five (5) years from the date the EV charger developed under this RFP becomes fully operational, in accordance with the terms of the contract resulting from this RFP;
- b. Be responsible for ensuring the maintenance of the chargers including cables, ancillary equipment, and any awnings, canopies, shelters and information display kiosks for signage associated with the charger. “Maintain” as used in this RFP shall mean “to provide all needed repairs or desired and approved alteration, as well as regular maintenance needed to ensure optimal performance and minimize downtime. Equipment shall be kept safe and presentable;”
- c. Minimum Uptime. Recipients must ensure that each charging port has an average annual uptime of greater than 97%.
 - i. A charging port is considered “up” when its hardware and software are both online and available for use, or in use, and the charging port successfully dispenses electricity in accordance with requirements for minimum power level (see Section 680.106(d) of the NEVI Standards).

⁹ <https://www.access-board.gov/tad/ev/>

- ii. Charging port uptime must be calculated on a monthly basis for the previous 12 months using the methodology described in Section 680.116(b) of the NEVI Standards.
- d. In addition to the minimum uptime requirement defined above, the Recipient must ensure that downtime for each individual charging port does not exceed 72 consecutive hours. It is the Recipient's responsibility to ensure the 97% uptime requirement is met for each individual charging port and that interruptions are remedied within 72 hours. For any interruption in service to any DCFC that has lasted or is expected to last more than four (4) hours:
 - i. Notify appropriate information sources including, but not limited to, website and application hosts, as appropriate so drivers are aware of the interruption; and
 - ii. Inform the Trust via email within one business day to give the Trust notice of the event and when it started and to explain the cause of the interruption and the plan for and estimated time needed to restore service;
- e. Provide for snow removal plan to ensure access during and after inclement weather;
- f. List the EV chargers on PlugShare.com and the Alternative Fuels Data Center Electric Vehicle Charging Station Locator: https://afdc.energy.gov/fuels/electricity_locations.html#/find/nearest?fuel=ELEC;
- g. **Not**, during the term of the contract, move an EV charger to another host site location, sell or permanently take an EV charger out of service at a given site for any reason, without **prior written approval** from the Trust.

2. Customer Support Services –

- a. Recipients must ensure that EV charging customers have mechanisms to report outages, malfunctions, and other issues with charging infrastructure. Charging station operators must enable access to accessible platforms that provide multilingual services. Recipients must comply with the American with Disabilities Act of 1990 requirements and multilingual access when creating reporting mechanisms.
- b. Be available 24 hours a day, seven (7) days per week via a toll-free telephone number posted on or near the EV chargers, that is clearly visible to the customer.
- c. Provide customer support for the duration of the contract, with the ability to provide customer support/or extend after the completion of the contract.
- d. Resolve customer issues over the telephone.

3.1.3 Adhere to Host Site Agreement

The Recipient must have sufficient property rights to install, operate, and maintain the EV charger(s) at the selected site(s) for the full five-year term. The Trust does not have a preference as to whether the property owner (or tenant) or another party is the lead party of the bid team and the contracting party with the Trust. If the Recipient is not the owner of the host site property, then the Recipient will be required to secure a written, enforceable lease or occupancy agreement (a "Host Site Agreement") with the property owner. The Recipient's Host Site Agreement must, at a minimum, include:

- a. All necessary rights in the Recipient to install, operate, and maintain the EV Chargers at the site for at least five (5) years;
- b. Acknowledgement by the property owner of the Trust's security interest in the EV Charger equipment and a provision requiring the property owner to execute a Conditional Assignment of

Lease that would allow the Trust to assume and succeed to the Recipient's rights under the Host Site Agreement if Recipient were to default; and

- c. Be executed by individuals who have the legal power and authority to enter into a Host Site Agreement; and identify the name, title and capacity on behalf of the entity represented.

All awards made under this RFP will use a contract, developed by the Trust, that includes several riders designed to protect the investment of the Trust such that strategically sited EV charging infrastructure is kept operational and available to EV drivers in Maine for the long term. These riders include:

- **Rider D** giving the Trust a security interest in the EV charger equipment in the event the Recipient defaults in any of its obligations during the term of the contract;
- **Rider E** giving the Trust a conditional assignment of any Host Site Agreement that may exist between the Recipient and host site property owner so that the Trust may take over the Host Site Agreement if Recipient defaults (this rider may be waived by the Trust if the property owner of the host site is the contracting party with the Trust); and
- **Rider F** granting the Trust an option to purchase the EV chargers and related equipment and fixtures upon default by the Recipient.

As detailed in Section 4.1, exceptions to the provisions of the standard agreement, including the riders, should be submitted with the bid as suggested redlines to Attachment B – Standard Contract at the time of submittal. The Trust may consider the number and nature of any exceptions in its award decision. All final site location decisions must be approved in writing by the Trust.

Except in cases where the operator of the EV chargers and the property owner are one and the same party, the Host Site Agreement(s) must be executed within 90 days of award announcement date or the grant funds may be forfeited.

3.1.4 Reporting

The Recipient will be asked to submit progress reports to the Trust including, but not limited to site development and permitting, construction and installation, operations and maintenance, data capture, and customer service. Unless otherwise required by future FHWA guidelines, Recipients must collect and report specific data to the Trust. A full list of data capture and reporting requirements is attached to this RFP as Attachment D.

3.1.5 Project Kickoff Meeting

The Recipient, in consultation with the Trust, will organize and facilitate a project kickoff meeting to be held at the Trust's offices with virtual participation as appropriate. The purpose of the meeting is for the Trust and the Recipient to establish a common understanding of the deliverables, the overall project schedule, and expectations.

SECTION 4 –PROPOSAL REQUIREMENTS

4.1 Proposal Submission

Proposals must be submitted electronically via the online Submission Form on the RFP EM-011-2023 webpage (<https://www.efficiencymaine.com/opportunities/rfp-em-011-2023/>.) All 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 the Trust.

The online Submission Form will request the following documents:

- RFP response, including Supplements #1-4
 - PDF format file named “Proposal_Bidder_Name_RFP_011_2023”
- Attachment A - Project Cost Proposal Form
 - Excel format file named “Project_Cost_Bidder_Name_RFP_011_2023”
- Suggested redlines to Attachment B - Standard Agreement [if applicable]
 - Word format file named “Standard_Agreement_Bidder_Name_RFP_011_2023”

4.2 Format Requirements

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

- Proposals must be typewritten.
- Pages must be numbered.
- 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.
- Proposals must adhere to prescribed page limits specified in this RFP. The Trust values concise proposals.

4.3 Content and Organization Requirements

The proposal must include the following contents, which should be presented in the following order:

1. Letters of Commitment

If the proposal involves any subcontractors, include a letter of commitment from each member of the bid team, signed by an appropriate officer of the subcontractor who can bind the organization to a contract.

2. Table of Contents

3. Introduction (1 page maximum)

Summarize understanding of the project requested in the RFP and proposed approach to fulfilling the requirements of this RFP. Briefly describe the proposed project team.

4. Statement of Work/Proposed Site Location and Charger System (5 pages maximum)

Describe how the project is to be implemented to fulfill the objectives of the RFP, as specified by the Trust, and the requirements of the Scope of Work (Section 3). **For each individual location that is being proposed as an EV charger site in this bid**, describe the following:

- **Site Location(s) and Quality:** Describe the location and provide the address of the proposed charger site within the specified highway or route number and Eligible Segment. Identify with as much precision as possible the location of each EV charger site being proposed in the bid. Where available, include an aerial photo of the proposed station site and a labeled site plan that identifies equipment, dedicated parking spaces, and nearby amenities. Explain the quality of each site in terms of:
 - Proximity to traffic and populations of potential EV drivers;
 - Proximity to major thoroughfares including the relevant highway or route number of the Eligible Segment on which the project is located;
 - Visibility;
 - Nearby amenities and whether they will be available during each charging event;
 - The ease an EV traveler will have in accessing the site; and
 - Any terms and conditions unique to the identified site.
- **Charger System:** Describe the system of EV chargers being proposed, including but not limited to:
 - Make, model, capacity (kW) and features of the charger(s);
 - Verify that all proposed chargers and equipment meet the Charging Equipment Requirements listed under *3.1.1 Install EV Charging Stations Meeting the Following Requirements*. For each proposed charger site, include spec sheets for DCFC and related equipment. If a minimum specification is not met, discuss why and explain how the equipment proposed ensures an equal or better customer-focused charging experience in terms of charging time, reliability, and ease of use;
 - Specifications of the connectors and ports;
 - Methods and protocols for sharing power between multiple ports, if applicable; and
 - Related hardware and materials.
- **Construction and Installation:** Describe the process and materials to be used for preparing the site, installing the charger(s), and connecting the charger(s) to electricity supply.
 - Include as Supplement #4 completed copies of customer electric load form(s) for the respective utility serving the proposed charging station site. The completed forms should provide the estimated new connected load for the site, as well as any documentation in regard to utility engagement, and electrical capacity for each site.
- **Operations and Maintenance:** Describe the plan to operate and maintain the charger(s) and access to them, including:
 - Networking and payment system(s) that will be used, including roaming arrangements with other EV charging networks. If roaming agreements are in development, provide a timeline to implementation;
 - A description of how station maintenance as detailed under section 3.1.2 will be accomplished. Include a description of available technical resources, qualifications of personnel and/or subcontractors who will assist during maintenance events, expected response times, and any specific, foreseen challenges/barriers to maintenance. Describe applicable warranties, maintenance or service contracts, and insurance;
 - A description of how each DCFC will meet the customer service support requirements required in 3.1.2 sub-section 2;
 - A description of how customers will be encouraged to move their cars away from the DCFC once their charge is complete;
 - The snow clearing plan;

- The Starting Rate that consumers will be assessed for a charging event, indicating what units are being assessed (e.g., kilowatt-hours, minutes, charging sessions) and the dollar amounts per unit; and
- A description of any plans to continue operating chargers beyond the 5-year term.

5. Qualifications, Capacity, and Readiness (5 pages maximum)

a. Overview

Briefly describe the overall staffing plan and management approach to the project, including coordination with subcontractors where applicable.

b. Bid Team Qualifications

Identify key members of the proposed project team, their roles, and relationships between staff and organizations (the Trust, the Recipient, and any subcontractors). Clearly indicate the primary point of contact for the Trust as well as the lead executive contact. Describe the corporate qualifications of the lead bidder, including brief descriptions of experience on projects of similar scope and size; and describe how the work is relevant to the current RFP. Provide the same information for key subcontractors. Prior EV charging station development experience (i.e., number of years, number of stations developed, duties, locations, etc.) should be clearly indicated. For each key individual that is bid on the project, please provide a brief narrative that includes a description of the individual's role on this project and a summary of his or her relevant education, training, experience and expertise. members of the bid team already meet the Qualified Technician requirements in Section 680.106(j) of the NEVI Standards, indicate that here. Include resumes in Supplement #2. If the bidder has already identified individuals meeting the Qualified Technician requirements in Section 680.106(j) of the NEVI Standards who will install the chargers, list those individuals in this section of the proposal. If the bid team does not have the full complement of workforce meeting the NEVI rule Section 680.106(j) standards for Qualified Technicians at the time of submitting the bid, please indicate the plan for compliance with this requirement.

c. Financial capability

Disclose and provide details regarding any bankruptcy petition (whether voluntary or involuntary), receivership, insolvency event, or similar adverse financial circumstance suffered or incurred by bidder (or any predecessor entity) within the three years preceding the date of submission of this proposal. Disclose and provide details regarding any litigation, arbitration, or administrative proceedings involving bidder within the three years preceding the date of submission of this proposal in which the amount claimed or adjudged against bidder exceeded \$50,000.

d. Site Capacity

Explain why the proposed site(s) is likely to be financially sustainable and remain operational over time.

e. Schedule

Include a timeline for major project milestones, from bid award date through the charging station "go-live" date. Note where project delays might be expected and what steps will be undertaken to ensure the project stays on schedule. Applicants should also note issues or conditions that will need to be resolved before the project can begin. All stations must be complete within 12 months

of contract execution. Applicants are strongly encouraged to complete the project earlier than 12 months, if possible.

6. Cost Proposal (use Attachment A - Project Cost Proposal Form provided)

- Provide a completed Project Cost Proposal Form (RFP Attachment A) detailing the project's total eligible costs and Trust grant funds requested (see below). All related costs should be itemized and factored into the total eligible costs; costs not included on this form may be disallowed for reimbursement through this contract. The form also requires the bidder to provide the estimation of the amount of funds that will be contributed to the project from all other sources of funds, including federal tax credits and any federal, state, and private grants.

Completion of this form will identify the bidder's proposal for the requested Trust grant and will help verify that the amount does not exceed 80% of the total eligible project costs net of expected federal tax credits and any federal, state, and private grants.

If a bidder is proposing to install DCFC at multiple locations, then the bidder shall provide a separate Cost Form for each location.

- **Bid:** Provide a bid for the amount of Trust Grant Funds Requested for a) the capital incentive and b) the demand charge incentive. The amount of the capital incentive may not exceed 80% of the total eligible project costs provided in the Cost Form net of federal tax credits and any federal, state, or private grants. A bidder may elect to request a capital incentive that is less than 80% of the total eligible costs listed and a demand charge incentive that is less than the demand charge incentive cap of \$96,000 per site.
- **Total Eligible Project Costs:** Estimate the total eligible project costs. Eligible costs are enumerated in Section 2 of the RFP and include: equipment and material costs; installation costs; costs for any subcontractors; project development and management; other direct costs; and estimated utility demand charges for the first five years of operation.
- **Narrative:** Provide a brief description of the project cost proposal. Applicants should indicate any other funding sources that will be used for this project and describe any plans to attract additional funding, if applicable. List all project-specific grant funds received or committed to date, whether from public or private sources, including all applications for funding pending with other entities. Provide an estimate of any federal tax credits that the bidder expects to receive in conjunction with the project. As noted in section 5.1, the lower the amount of Trust grant funds being requested in total for each site, the higher the proposal will be scored.

7. Supplements

a. Supplement #1 - References

Provide a list of references for projects of similar scope and size outlined in "Bid Team Qualifications". At least three references must be provided. For each reference, please provide current contact information (name, company, telephone number, and email address) and a brief description of the work conducted for the reference and its relevance to the current RFP.

b. Supplement #2 - Resumes

Provide resumes of key project team members. Key project team members identified in the proposal must be dedicated to the proposed project in the role proposed. Any substitutions of key project team members must be approved by the Trust.

c. Supplement #3 – Host Site Agreement

If the bidder has an executed Host Site Agreement, attach complete copies of such agreements in Supplement #3. If a bidder has not secured any executed Host Site Agreement, provide a letter from the property owner indicating permission or commitment to good faith negotiations. The letter should clearly describe any existing relationships or agreements that will impact access to the property. If the property owner of the proposed host site(s) and the vendor/operator are the same entity, leave this section blank.

d. Supplement #4 – Utility Engagement/Load Forms

Provide copies of completed electric utility load forms for each site. If the forms have not yet been submitted to the utility, please provide documentation of engagement with the utility, an explanation of why the form(s) have not yet been submitted, and the anticipated timeline for submittal.

SECTION 5 –PROPOSAL EVALUATION CRITERIA

Proposals that meet the requirements established in the RFP will be evaluated by a proposal review team. The Trust reserves the right to decide whether a proposal is acceptable in terms of meeting the requirements of this RFP and to accept or reject any or all proposals received.

In evaluating proposals, the Trust reserves the right to take any of the following steps, with respect to either all of the proposals received or to a subset of proposals selected as superior to the others: (1) consult with prior clients on the performance of the bidder or of particular persons proposed for this bid; (2) schedule presentations or interviews with representatives of the bidder or persons proposed for the project; (3) conduct a review of past performance, including a review of reports, analyses, or other materials that would reflect the bidder's performance; and, (4) request additional data or supporting material.

5.1 Evaluation Criteria

In evaluating proposals submitted in response to this RFP, the proposal review team will use the following criteria. Proposals will be evaluated by individual site location.

Scoring Category	Maximum Points
1. Cost to the Program <ul style="list-style-type: none"> a. What total amount of grant (including both capital and demand charge incentives) is being requested per site? b. Are the estimated costs of all elements of the project reasonable, competitive, well-founded, and appropriate? c. Is the proposed budget consistent with the proposed Statement of Work? d. Are the budget/cost forms filled out completely and accurately? e. Is there adequate supporting data and documentation to validate budget veracity? 	30
2. Quality of the Proposed Site, Equipment, and Operations <ul style="list-style-type: none"> a. How convenient is the proposed site for the EV traveler in terms of proximity to the priority corridor and ease of access? b. To what degree does the proposed site (or sites) maximize the distances between publicly available, NEVI-compliant DCFC along a designated Alternative Fuel Corridor without exceeding a distance of 50 miles? c. What is the current and future likelihood that the site will attract significant use by local or in-state EV travelers? d. What amenities or services are available at or near the proposed site, and to what extent will they be available at hours when EV travelers may be charging? e. Does the proposal make a convincing case for the proposed site location(s)? f. How many total ports are proposed at the site? g. Does the site include a CHAdEMO connector? h. What is the quality level of the parking area (paving, lighting, shelter, safety, visibility, aesthetics) and charger equipment proposed in the bid? i. If not required, does the site include a pull-through lane for charging medium/heavy duty vehicles and vehicles towing trailers? 	30

<ul style="list-style-type: none"> j. How well developed and credible is the plan to meet Uptime targets? k. For projects employing battery energy storage systems (BESS), is the BESS and/or grid connection sized appropriately to accommodate future increases in charging demand, including from medium/heavy duty vehicles and vehicles with larger batteries? l. Is the Starting Rate pricing that is being proposed reasonable and conducive to attracting EV drivers? 	
3. Qualifications, Capacity, and Readiness <ul style="list-style-type: none"> a. To what extent are the key participants in the project (host site, equipment provider, installation subcontractors, operator) identified and committed to the project? b. If the property owner and the DCFC operator are not the same party, does the bid include an executed Host Site Agreement between the property owner (or tenant) and the operator of the EV chargers? c. How compelling is the proposal's evidence or explanation about why the site or sites being proposed are likely to be sustainable and remain operational (for EV charging) beyond the 5-year term? d. How qualified are the proposed project participants in terms of demonstrated experience and capacity to execute this type of project? e. How soon does the bid propose to install and make operational the station or stations? f. Is the proposed timeline sensible, reasonable and likely to be met? 	30
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 and requirements and lack of errors? b. Does the proposal reflect and respond to the Trust's priorities as described in the RFP? c. Does the proposal include adequate supporting documentation and data to validate the veracity of the project as proposed? 	10
Total	100

CITY OF AUGUSTA, MAINE

POLICY CONCERNING DECORATION OF CITY CROSSWALKS

I. Purpose

Crosswalks are marked areas providing for the safe passage of pedestrians across a roadway. Requirements and standards relating to the use and marking of crosswalks are provided by Title 29-A of the Maine Revised Statutes, Maine Department of Transportation rules and regulations, including the Manual on Uniform Traffic Control Devices, and the City of Augusta Code of Ordinances. Maintaining appropriately and clearly marked crosswalks is imperative to public safety.

The City of Augusta wishes to permit the periodic and temporary decoration of certain marked crosswalks on City-maintained public roadways for the purpose of recognizing specific causes, holidays, or other events. The purpose of this Policy is to establish clear guidelines for the permissible decoration of marked crosswalks within the City while maintaining the City's high public safety standards.

II. Policy and Application

It is the policy of the City of Augusta that marked crosswalks be installed and maintained in accordance with all applicable federal, state and local laws, rules and policies. It is the policy of the City of Augusta that decoration of marked crosswalks shall be installed and maintained exclusively as an expression of the City's official sentiments and upon authorization by the City Council of the City of Augusta. The City's marked crosswalks are not intended to serve as a forum for free expression by the public and the City does not intend by adoption of this Policy to designate its marked crosswalks as such a forum.

This Policy shall be applicable only to legally marked crosswalks on public roadways within the City of Augusta that are maintained by the City and Public Works Department. This Policy shall not govern marked crosswalks maintained by any other federal, state or local government or agency or private entity.

III. Standards for Decoration of City Crosswalks

- a. Permissible designs. Marked crosswalks may only be decorated by painting, chalking or otherwise embellishing the infill areas between the existing markings. All decorations must be designed to comply with guidelines applicable to marked crosswalks and to not interfere with the visibility or safe use of the marked crosswalk. Decorations may not include shapes or colors, such as red, yellow or white, in a manner that may be confused with traffic control devices and may not include text, logos or advertising.
- b. Recognized events and causes. Marked crosswalks may only be decorated in recognition of the following causes, events or holidays:
 - i. Black History Month (February);
 - ii. Memorial Day (May)
 - iii. Pride Month (June);
 - iv. Fourth of July (July);

- v. Labor Day (September);
 - vi. Indigenous People's Day (October); and
 - vii. Cancer, mental or other public health awareness.
- c. Permissible locations. Decoration of marked crosswalks is not permitted on roadways with a speed limit exceeding 25 miles per hour. Decorations may only be installed at locations with markings and signage sufficient to ensure pedestrian safety. Decorations may not be installed at any location at which the Police Chief or his or her designee determines the installation would create unsafe conditions or pedestrians or motor vehicles. Marked crosswalks may not be decorated at any time of year during which the Director or his or her designee determines that the temperature or weather conditions would prevent the decoration from appropriately bonding with the surface material or in any location in which the Director or his or her designee determines that the surface material of the roadway is ~~not~~ inadequate to appropriately bond with or receive the proposed decoration.
 - d. Permissible materials; installation and maintenance. Decorations must be installed using materials and methods compliant with applicable Maine Department of Transportation guidelines. Decorations may not include any materials or elements that are retro-reflective. The Department shall maintain decorations as necessary for the period authorized by the City Council and shall be responsible for the removal or restoration of the original crosswalk markings at the end of the approved period for decoration.
 - e. Permissible period of decoration. The period of time during which an approved decoration may remain within a marked crosswalk shall be determined by the City Council.

IV. Procedure

- a. City Council approval. No decoration may be installed or maintained unless approved by a majority vote of the City Council. Such approval may be limited to a single occurrence or time period or may authorize decoration of a marked crosswalk annually or for a term of years. The City Council may not approve the decoration of a marked crosswalk on the basis of a request from a third party or for the purposes of sponsoring the expression of a third party.
- b. Police Department review. The City Council may not approve the decoration of a marked crosswalk until the Chief of Police or his or her designee has provided or submitted comments to the City Council regarding the proposed location and any potential effect the proposed decoration may have on public safety or pedestrian use of the marked crosswalk at the proposed location.
- c. Public Works Department review. The City Council may not approve the decoration of a marked crosswalk until the Director or his or her designee has provided or submitted comments to the City Council regarding the feasibility of installation, proposed location, design, estimated cost of installation, estimated time of installation, estimated availability of Department personnel to install the decoration, and the cost and extent of any ongoing or periodic maintenance of the decoration.

- d. Procedure for removal. Decorations approved in accordance with this Policy shall be removed by the Department upon the expiration of any time period for their installation provided by the City Council. The City's Police Department or the Department may request that the City Council authorize removal of an approved decoration prior to the expiration of any period of installation where maintenance of the decoration is no longer feasible or has negatively impacted the safe use of the roadway by pedestrian or vehicular traffic. Notwithstanding the above, an approved decoration may be removed without City Council authorization if the Chief of Police or Director reasonably determines that the decoration was not installed in accordance with this Policy or poses a serious risk of harm to pedestrians or motor vehicle operators.

V. Definitions

- a. "Marked crosswalk" means the area at an intersection or elsewhere that is marked for pedestrian crossing of a roadway or other vehicular way by lines or other markings on the surface of the way, as the same may be defined by Maine law.
- b. "Decoration" means the painting, chalking or other similar embellishment of a legally marked crosswalk within the marked lines of the crosswalk that is designed, located, installed and maintained in accordance with this Policy.
- c. "City" means the City of Augusta, its officers, employees and agents.
- d. "Department" means the City of Augusta Public Works Department.
- e. "Director" means the Director of the City of Augusta Public Works Department.

Adopted: _____, 2023