



**Date:** Tuesday, December 1, 2020

**Addendum #:** 1

**Project Name:** Electric Vehicle Charging Stations

**Bid Due Date:** Wednesday, December 9, 2020 at 10:00AM EST

This addendum will answer any questions/clarifications submitted up to and during the mandatory pre-bid meeting held on Monday, November 30, 2020. A second bid addendum will be released for any additional questions received by the deadline for receiving all questions/clarifications as stipulated in the RFP.

**1. Can you please provide a list of requirements that the equipment must meet to be considered equivalent to Chargepoint CT4000?**

*As TCL&P owns a Chargepoint CT4000 and are familiar with its functionality, it was used as a starting point so we can compare "apples to apples" as much as possible. The most important specification is the charger output. That being said it is just a starting point and we are open to any, and all, other manufacturers that meet the other requirements listed in the RFP.*

**2. Is TCL&P requesting pricing per station or a total for all stations on page 10 of the RFP?**

*TCL&P is requesting pricing per station. We will be ultimately looking at the total pricing for all equipment and services, but would like the ability to breakdown the individual pricing as well.*

**3. The cost of the cloud program for Level II chargers may be different from that for Fast Chargers. Should a separate sheet be provided for each station?**

*A separate sheet may be provided to show that breakdown.*

**4. There is a difference in cost for the Level II stations related to the mounting kit. Should those costs be listed under additional fees?**

*All units will be stand alone (not wall mounted) and should include all hardware needed to stand independently. Whatever hardware is required to do this should be included in the cost of the station.*

*Also, include all hardware necessary to maintain/control the cables. We do not want cables sitting on the ground or the possibility of them to be laid on the ground. We are asking for 18' cables or the closest offering you have to 18'. NOTE: any costs listed under 'Additional Fees' need to be clear if it is a cost/unit or total cost.*



- 5. Page 1 of the RFP requests two sealed copies of the bid submitted. If submitting via email, are two sealed copies required?**

*Two sealed copies are only required if a hard copy bid is submitted via USPS, FedEx, UPS, etc. If the bid is submitted via email, only one copy needs to be included as an attachment to the email. The subject line of that email must indicate it is a “Sealed Bid” for “EV Charging Stations” and emailed to [stvardek@tclp.org](mailto:stvardek@tclp.org).*

- 6. Level II chargers offer wall-mounted and bollard-mounted stations; does TCL&P want quotes for both?**

*The charging stations will be stand-alone units; TCL&P will be looking for bollard-mounted stations only.*

- 7. Please explain the insurance requirements listed on Page 3, Section B. Insurance Requirements, Items d – g.**

*There will be no insurance requirements for the equipment-only purchase. We will require the contractor performing O&M to meet our insurance requirements before executing any contracts. TCL&P will want to know which company will be performing O&M and that they can meet all of the requirements needed in order to execute and contract (this should be addressed in the response to #3 ‘Support’ on page 12 of the RFP).*

- 8. Please explain page 6, paragraph 5: Bidder shall pay all sales, consumer, use and other similar taxes required to be paid by Bidder in accordance with the Laws and Regulations of the place of the Project, which are applicable during the performance of the work.**

*Traverse City Light and Power is tax exempt. This is just stating if there are any taxes the vendor/manufacturer will be responsible to pay them.*

- 9. Page 1 indicates a “full demo” of equipment will be required. Is TCL&P willing to travel to view equipment that is currently operational?**

*TCL&P will likely request a virtual demonstration. TCL&P will not be traveling outside of the Traverse City area for demonstrations. If there is equipment installed locally, we would like to make a site visit. This can be discussed if chosen as finalist.*

- 10. Will TCL&P accept a separate quote that provides a better breakdown in pricing or does pricing need to be provided in Section F of the RFP?**

*TCL&P requests Section F, Pricing Sheet and Bidder Questionnaire be submitted; however, separate quotes may be provided in addition to the completed bid sheet.*



**11. Is it acceptable to provide individual proposals for multiple options not requested in the RFP?**

*TCL&P will review and consider other various proposals and/or pricing, but the pricing sheet in Section F must be completed and submitted in order to compare “apples to apples” as much as possible.*

**12. Please clarify if the “2 - DC Fast Chargers, Paired” listed in the pricing sheet in Section F are referring to the 50kw or 62.5kw version.**

*TCL&P is requesting one (1) set of paired 62.5kw fast charge stations.*

**13. Will the stations be ordered all at one time?**

*TCL&P intends to order all stations at one time; however, there is no guarantee. Our intention is to take delivery around July 1, 2021, but this is not a set timeframe and TCL&P will not guarantee it.*

**14. Is everyone on the list for this RFP automatically on lists for all future RFPs?**

*Not necessarily. We do keep bidder lists for some RFP categories, but there is no guarantee. All RFP announcements are public, however.*

**15. The RFP is asking for five-year O&M and networking agreements on each station, as well as an additional five-year renewal. Are you taking a ten-year contract now?**

*It would be our intent to take a five-year contract. We are just asking what an additional five-year period pricing could look like so we can better understand vendor pricing structure for the longer term.*

**16. Is the intent of this RFP to lock in pricing for the hardware for these five-year periods as well?**

*The intent of this RFP is not to lock in hardware pricing for subsequent terms. Pricing provided in bids submitted is for the type and quantities requested at this time.*

***The following questions were submitted via email following the conclusion of the pre-bid meeting.***

**17. The pricing sheet lists 12 total Level II chargers, does this mean 6 dual ports?**

*No, TCL&P is requesting pricing for 12 Level II chargers that are dual port.*



**18. The pricing sheet lists 2 total DC Fast Chargers, is this just one unit capable of charging 2 vehicles simultaneously?**

*Correct.*

**19. Will the chargers require Ethernet, WiFi, and/or Cellular network connections? Is there a preferred method of communication? Hardware and network pricing can vary depending on networking options chosen.**

*TCL&P does not want to be responsible for any operation, compliance or maintenance of network connections. If the vendor/manufacture wishes to establish a WiFi network within the downtown area that would be acceptable, but it would be owned, operated and maintained by the vendor/manufacture.*

**20. Do the charging stations need to be ADA compliant?**

*There are no ADA requirements for this round of equipment.*

**21. Does the city have the panel capacity at this time for the L2 and DCFC stations? Will it accommodate 50A breaker service vs 40A for much faster charge times?**

*Sites have not been chosen yet. New service will be brought in for each location, so we have the ability to size as needed. Again, we ask that the respondents quote with equipment as closely matched to the input/output of the models listed in order for a comparison. Additional or alternative model costs may be submitted separately if desired.*

**22. Per 'Company Strength' section, are the profit/loss statements for the last 5 years of the hardware manufacturer required in the application? Since this is confidential information could we respond with a description of good financial standing in its place?**

*As stated in the pre-bid meeting, TCL&P is looking for a long-term partner with the hopes of expanding the charging network in the future. We will be looking at the history and strength of the vendor and manufacturer selected to ensure long-term viability. The more information you can provide to show company strength gives us more insight to make a decision.*

*(As a note please remember we are a public entity and all information will be available to the public as a result)*

**23. To clarify, only sections C, E, & F need to be submitted by the Bid submitter. Attachment A is a sample agreement between TCP&L in the event bid submitter is chosen but does not need to be signed or agreed to at this time.**

*That is correct.*