

**MASTER AGREEMENT**

ADVANTAGE CONTRACT #: 18P 26020600000000000076

COMMODITY/SERVICE DESCRIPTION: EV Charging Stations, Networked

START DATE: 7/1/2026

END DATE: 9/18/2029

This Contract is between the following State of Maine Department and Provider:

STATE OF MAINE DEPARTMENT

DEPARTMENT NAME: Office of State Procurement Services

ADDRESS: 111 Sewall St., 4th Floor Burton Cross Office Building, SHS# 9

CITY: Augusta

STATE: ME

ZIP CODE: 04333-009

PROVIDER

PROVIDER NAME: Cd, LLC dba Carbon Day Automotive

ADDRESS: 163 S Wheeling Road

CITY: Wheeling

STATE: IL

ZIP CODE: 60090

PROVIDER'S VENDOR CUSTOMER #: VS0000023877

Each signatory below represents that the person has the requisite authority to enter into this Contract.

Department Representative:

Provider Representative:

Signed by:

William J. E. Allen

2D5B6E39F57E44A...

William Allen, Senior Procurement Manager

Date 6/11/2026

Signed by:

Rob Spatz

0F33C2CC3C6B435...

Rob Spatz, President

Date 6/11/2026

The contract is fully executed when all parties have signed, and the documents has been approved by the Office of State Procurement Services.

DEPARTMENT AND PROVIDER POINT OF CONTACT and PROCUREMENT METHOD

PROCUREMENT SERVICES MA MANGER: The Procurement Services MA Manager manages the MA contract documents. All other communication is to be with the agency the services were provided to.

NAME: Tom Paquette	
EMAIL: thomas.paquette@maine.gov	TELEPHONE: 207-624-7890

VENDOR CONTACT: The vendor contact person will help consumers place orders, inquire about orders that have not been delivered, all shipping issues, quality issues and any issues pertaining to the Master Agreement (MA) contract. All orders not submitted through a Delivery Order will be sent through the vendor contact person. The vendor contact person for this MA is:

NAME: Rob Spatz	
EMAIL: rob.spatz@carbodayevcharging.com	TELEPHONE: 518-645-6733

Any changes to the individuals identified above may be changed at any time through written notice by either party.

Master Agreement (MA) procurement method: Sourcewell Contract Number: 021825-CPI

TABLE OF RIDERS

The following riders are hereby incorporated into this Contract and made part of it by reference.

☒	RIDER A – Specifications and User Information
☒	RIDER B – Terms and Conditions
☐	RIDER C – Exceptions
☒	RIDER D – Responsible Vendor Certification
☒	RIDER E – Make Ready Requirements
☒	RIDER F – ChargePoint CT 4000, CP6600, CPE280, CPF 50 Site Guides
☒	RIDER G – ChargePoint Equipment Specifications
☒	RIDER H – Identification of Country Which Contracted Work will be Performed
☒	RIDER I – ChargePoint Network and Information Security
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RIDER A: SPECIFICATIONS AND USER INFORMATION**TABLE OF CONTENTS**

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I. CONTRACT PERIOD:

Following the initial term of the contract, the Department, at their discretion, may opt to extend / renew the contract for up to one (3) three (1) year extension periods.

- ☒ Initial Term
- ☐ First Renewal
- ☐ Second Renewal
- ☐ Third Renewal

II. COMMODITY: EV Charging Stations, Final Installation and Maintenance

The State reserves the right to add other similar items or commodities to the Master Agreement (MA) if it's in the State's best interest but does not obligate the State to purchase similar noncontracted items or commodities from the selected bidder.

III. SPECIFICATIONS

Carbon Day Automotive "Provider" will supply:

Level 2 & Level 3 Networked Electric Vehicle Charging Stations

Stations include networking, operation, maintenance and warranty. The provider will be the single point managerial- level contact for the State of Maine to coordinate all requirements. The provider is the point of contact for any problems/questions that may arise during the contract period. The provider is available for research information and delivers special reports as needed or directed by the State of Maine related to the equipment, products, and services associated with electric vehicle charging stations.

Provider's Single Point Contact Person:

Name: Rob Spatz
Title: President
Address: 163 S. Wheeling Road
Wheeling, IL 60090
Email: rob.spatz@carbodayevcharging.com
Phone: 847-645-6733

Carbon Day Automotive, through ChargePoint, shall provide installation and station activation to a made ready site. They will be responsible for all operations and maintenance with ChargePoint support and ChargePoint Assure program.

Sub-contractor: ChargePoint, Inc., 240 East Hacienda Avenue, Campbell, CA 95008, Phone: 1- 408-841- 4500. Carbon Day Automotive reserves the right to select additional ChargePoint certified installers as needed.

Licensure/Certification: All ChargePoint installers are certified through the ChargePoint Installation Training Program consisting of a series of online courses that take an installer from site assessment all the way through power-up and pinpointing. All installers receive a certificate of completion upon successful completion of the training.

Dual Port Charging Equipment**ChargePoint CT4000 Level 2 Commercial Charging Stations**

All CT4000 models offer one or two standard SAE J1772™ Level 2 charging ports with locking holsters, each port supplying up to 7.2kW. With this standard connector, ChargePoint level 2 stations can charge any EV. Stations are available in bollard and wall mount configurations for easy installation anywhere. All stations are fully software upgradeable remotely over the air. Stations come in both 6' and 8' tall models with 18' and 23' cords, respectively.

ChargePoint CP6600 Level 2 AC Charging Stations for Businesses

All CP6600 models offer one or two standard SAE J1772™ Level 2 charging ports with locking holsters, each port supplying up to 19.2kW. With this standard connector, ChargePoint level 2 stations can charge any EV. Stations are available in pedestal and wall mount configurations for easy installation anywhere. All stations are fully software upgradeable remotely over the air.

- Power – 3.7-19.2 kW per port
- Connectivity – 4GLTE with GSM as backup
- Authentication and payment – RFID, tap to charge (NFC), remote via mobile app or in vehicle, contactless credit card, EMV chip credit card option (for -Chip models only),
- Interface – 8" interface display with full color, UV protection, gesture touch controls and multi-language support.

- Connector – SAE J1772 cable
- Network communication protocol – OCPP 2.0.1
- ISO 15118 standard – supported
- Port Type – Integrated cable
- Number of ports – Dual, single
- Mounting options – Pedestal, wall
- Cable length – 18', 23'
- Includes Omni Point Port (Both NACS and J1772 Ports in Charging Handle)

ChargePoint Express 280 Smart DC Fast Charging

Express 280 is based on industry-leading DC fast charging technology. 2 self-contained swappable AC to DC Power Modules. Built-in cellular makes remote management easy. Cloud services let station owners customize specific requirements, including setting pricing policies for public charging or employees only. Automatic software upgrades.

Site Validation

On-Site Validation of cellular coverage, electrical capacity, transformers, panels, breakers, wiring and station installation will be done by ChargePoint. Cost is included in the annual service fees.

Order/Delivery/Setup of Equipment

1. Agencies will issue delivery orders (DO) against this master agreement for the purchase of chargers.
2. The provider will place the order with ChargePoint for equipment the same day the DO is received.
3. ChargePoint will process the order and ship within 5 business days. The station(s) will be shipped to address provided by agency and included on the DO.
4. The ordering agency and Carbon Day Automotive will receive copies of the Shipping Orders when the stations are shipped.
5. The provider will then verify, with the agency using it, when the ready site (See Appendix D for Made Ready Requirements) will be completed, to ensure the ChargePoint certified installer is scheduled to complete installation. The provider will coordinate installation with the ChargePoint certified installer and notify the agency.
6. The ChargePoint certified installer will install each station to the made ready site within 5 to 7 business days after receipt of equipment. At that time, they will also complete station activation.
7. The provider will then notify ChargePoint to complete station activation and set up any pricing policy that the ordering agency requires. This should be completed within one (1) business day.

Operation and Maintenance (6-Years)

The provider, with ChargePoint support and ChargePoint Assure program, will be responsible for all operations and maintenance including:

1. Operate and maintain all Level 2 & Level 3 charging stations for the Period of Performance July 1, 2026, to September 18, 2029.
2. The Assure program ensures that all parts and labor are performed, on site, if necessary, to correct any defect in the material or workmanship.
3. Perform triage with respect to any station that may be defective.
4. The public charging stations will be listed on the ChargePoint web site with availability and cost of station usage. It will also be listed on the PlugShare.com website.
5. Station management will be notified online when there is an interruption of service. In addition, drivers will know on their mobile app by color coding if the station is- (1) available (green), (2) in use (blue) or (3) interruption of service (black) prior to plugging in their vehicle.
6. The Wi-Fi cloud plan notifies customer support immediately of any station problems. If onsite repairs are needed, they will be completed within two business days from the delivery of any parts.
7. Only labor coverage is included for accidental damage, wear and tear, vandalism (excluding graffiti) and snowplow damages.

Networked Services 6-Years

All ChargePoint stations are cellularly connected using Sprint, AT&T and Verizon to allow the station owner to control station usage, limit hours and do multi-tier driver pricing. Daily, weekly, monthly and custom usage reports include energy, GHG savings, stations, ports, sessions, number of API calls, revenue, peak daily occupancy, session length histogram, unique drivers, wait time and session detail table to name some of the available reports.

1. Network fees are to be paid on an annual basis.
2. Includes a customer billing system and remittance system agreeable to the State of Maine. The State of Maine must set up a ChargePoint Organization for use with ChargePoint stations and their billing system and remittance program.
3. Includes access by station Administrators to review, monitor charger usage and prepare reporting. The ChargePoint Sessions Detail Table allows unlimited station administrators to review station usage.
4. ChargePoint reporting features include detailed usage tracking, station configurations, and total KWH and other appropriate usage data.
5. ChargePoint has an embedded flexible payment system.
6. ChargePoint software service plan allows over the air software updates to support all EV models and station networking upgrades.

7. Station details visibility on apps and browser maps including AFDC. ChargePoint stations are listed on all electric vehicle charger maps. In addition, the ChargePoint app lets drivers know of station availability, cost to use the station and other stations in the area including competitive stations.
8. Waitlist feature and push-notifications station alerts notify drivers when their reserved station is available. Station owners control the length of time that Waitlist is set for.
9. ChargePoint has 24/7 365 driver support to assist with station activation and collection via credit card.
10. Station support is available from 8:00 AM to 7:00 PM EST Monday through Friday.

Charging Fees Payment Options

ChargePoint has an approved joint venture with WEX Card. ChargePoint supports WEX, allowing fleet vehicle drivers to pay for electric fueling using a payment card associated with the ChargePoint account. ChargePoint offers flexible billing and remittance options for station owners, in which different groups of stations can have their collected station fees deposited into different accounts.

ChargePoint offers a variety of payment options. For fleet they currently can connect with WEX and Voyager. For the general public they can use ChargePoint card or contactless credit cards. In addition, the driver can call the 24/7 365 ChargePoint driver support to activate the station with their credit card. Tap-to Pay using NFC capabilities of smartphones (Google Pay, Apple Pay and Pay Pal) are supported by ChargePoint stations.

Electricity Reimbursement Process

1. Stations are purchased by an agency who pays for electricity.
2. Agency pays for electricity used at charging station(s).
3. Agency will set up an account with ChargePoint under the State of Maine umbrella to manage their stations and fees.
4. Agency will set rates to charge customers for the use of their chargers.
5. Charging station users will pay for charges using options listed in Charging Fees Payment Options.
6. ChargePoint will collect the fees and keep 10% of the charges as a processing fee.
7. The remaining money can be deposited into a bank account or can be paid in the form of a check to the agency.

Data Reporting

ChargePoint stations offer reporting which can be run as a daily, weekly, monthly, yearly and custom time frame report. Included in the reports are:

1. Session Details Table – this offer charging data including date and time (start and stop) and accurate utilization rate
2. The Energy report shows total kWh and total kWh draw
3. The Revenue report will show total dollars collected from drivers as a total amount or an individual station report.
4. Drivers will know on their mobile app by color coding if the station is available (green), in use (blue) or interruption of service (black) prior to plugging in their vehicle.
5. A report called Number of AP calls will have equipment down time as well as notifications forwarded to the station administrator.

IV. TECHNICAL REQUIREMENTS:

- A. ACCESSIBILITY: All IT products must be accessible to persons with disabilities and must comply with State Accessibility Policy and Standards and the Americans with Disabilities Act. All IT applications must comply with the Digital Accessibility Policy (<https://www.maine.gov/oit/sites/maine.gov.oit/files/inline-files/DigitalAccessibilityPolicy.pdf>).
- a. In addition, all IT applications and content delivered through web browsers must comply with the State Web Standards (<https://www.maine.gov/oit/sites/maine.gov.oit/files/inline-files/WebStandards.pdf>)
- B. STATE IT POLICIES: All IT products and services delivered as part of this Agreement must conform to the State IT Policies, Standards, and Procedures (<https://www.maine.gov/oit/policies-standards>) effective at the time this Agreement is executed.

V. AMENDMENTS TO SPECIFICATIONS

None

VI. AMENDMENT/EXTENSION PRICING/RATE CHANGES

None

VII. CONTRACTED PRICING/RATES

Prices: Pricing under this Agreement may include separate shipping, freight, handling, or fuel surcharge line items, as identified in the applicable quotation, sales order, or invoice. Shipping-related charges are subject to adjustment based upon prevailing carrier rates, fuel costs, and

delivery requirements. Unless otherwise agreed in writing, all deliveries shall be FOB Destination, with Contractor retaining responsibility for the goods, including risk of loss, until such goods are delivered to and accepted by the State at the specified destination

Price and Rate Guarantee Period: All quoted prices and rates must be guaranteed for and must remain firm for minimally one year of the initial contract period. Any approved price or rate adjustments must be held firm for minimally one year or the remainder of the contract period. Price adjustment requests must be made by the vendor at least sixty (60) days prior to the effective date. Requests for price adjustments must include sufficient documentation from the manufacture supporting the request. The price adjustment will not go into effect until the contract amendment has been fully approved by the State of Maine.

VIII. AUTHORIZED USERS:

State of Maine Departments authorized to utilize this MA contract:

All State of Maine Departments, Agencies

Municipalities, political subdivisions, and school districts in Maine:

☒ Are permitted to utilize this MA as written.

IX. ORDERING PROCEDURES/DELIVERY INFORMATION:

Delivery Orders (DO) will be created in AdvantageME for all orders over \$5000.00. DO's will be emailed as a .pdf file to the vendor's email address submitted in AdvantageME by the vendor.

Municipalities, political subdivisions, and school districts in Maine will handle their own orders and will be responsible for all payments.

Quantities: It is understood and agreed that the MA will cover the actual quantities required by the State over the length of the contract.

Delivery Locations: The vendor must deliver to any State of Maine facility. The exact addresses will be provided to the vendor at the time the order is placed. Carbon Day must be notified of any delivery specifics, including liftgate requirements, delivery hours, and delivery contact information, at the time of placement of the Delivery Order (DO).

Delivery and Inspection: The vendor is responsible for the delivery of material in first class conditions at the point of delivery, and in accordance with good commercial practice. The sign blanks ordered from the resulting MA will be inspected after delivery. If shipments are deemed unacceptable the delivery will be refused and will be returned at the risk and expense of the selling vendor.

RIDER B: TERMS and CONDITIONS**1. DEFINITIONS.** The following definitions are applicable to these standard terms and conditions:

- a. The term "Buyer" or "State" shall refer to the Government of the State of Maine or a person representing the Government of the State of Maine.
- b. The term "Department" or "DAFS" shall refer to the State of Maine Department of Administrative and Financial Services.
- c. The term "Bureau" or "BGS" shall refer to the State of Maine Bureau of General Services.
- d. The term "OSPS" shall refer to the State of Maine Office of State Procurement Services.
- e. The term "Provider" shall refer to the organization that is providing goods and/or services through the contract to which these standard terms and conditions have been attached and incorporated.
- f. The term "Contract" shall refer to the contract document to which these standard terms and conditions apply, taking the format of a Buyer Purchase Order (BPO) or Master Agreement (MA) or other contractual document that is mutually agreed upon between the State and the Provider.

2. WARRANTY. The Provider warrants the following:

- a. That all goods and services to be supplied by it under this Contract are fit and sufficient for the purpose intended, and
- b. That all goods and services covered by this Contract will conform to the specifications, drawing samples, symbols or other description specified by OSPS, and
- c. That such articles are merchantable, good quality, and free from defects whether patent or latent in material and workmanship, and
- d. That all workmanship, materials, and articles to be provided are of the best grade and quality, and
- e. That it has good and clear title to all articles to be supplied by it and the same are free and clear from all liens, encumbrances and security interest.

Neither the final certificate of payment nor any provision herein, nor partial nor entire use of the articles provided shall constitute an acceptance of work not done in accordance with this agreement or relieve the Provider liability in respect of any warranties or responsibility for faulty material or workmanship. The Provider shall remedy any defects in the work and pay any damage to other work resulting therefrom, which shall appear within one year from the date of final acceptance of the work provided hereunder. OSPS shall give written notice of observed defects with reasonable promptness.

3. TAXES. Provider agrees that, unless otherwise indicated in the order, the prices herein do not include federal, state, or local sales or use tax from which an exemption is available for purposes of this order. Provider agrees to accept and use tax exemption certificates when supplied by OSPS as applicable. In case it shall ever be determined that any tax included in the prices herein was not required to be paid by Provider, Provider agrees to notify OSPS and to make prompt application for the refund thereof, to take all proper steps to procure the same and when received to pay the same to OSPS.

4. **PACKING AND SHIPMENT.** Deliveries shall be made as specified without charge for boxing, carting, or storage, unless otherwise specified. Articles shall be suitably packed to secure lowest transportation cost and to conform to the requirements of common carriers and any applicable specifications. Order numbers and symbols must be plainly marked on all invoices, packages, bills of lading, and shipping orders. Bill of lading should accompany each invoice. Count or weight shall be final and conclusive on shipments not accompanied by packing lists.
5. **DELIVERY.** Delivery should be strictly in accordance with delivery schedule. If Provider's deliveries fail to meet such schedule, OSPS, without limiting its other remedies, may direct expedited routing and the difference between the expedited routing and the order routing costs shall be paid by the Provider. Articles fabricated beyond OSPS's releases are at Provider's risk. Provider shall not make material commitments or production arrangements in excess of the amount or in advance of the time necessary to meet delivery schedule, and, unless otherwise specified herein, no deliveries shall be made in advance of OSPSO's delivery schedule. Neither party shall be liable for excess costs of deliveries or defaults due to the causes beyond its control and without its fault or negligence, provided, however, that when the Provider has reason to believe that the deliveries will not be made as scheduled, written notice setting forth the cause of the anticipated delay will be given immediately to OSPS. If the Provider's delay or default is caused by the delay or default of a subcontractor, such delay or default shall be excusable only if it arose out of causes beyond the control of both Provider and subcontractor and without fault of negligence or either of them and the articles or services to be furnished were not obtainable from other sources in sufficient time to permit Provider to meet the required delivery schedule.
6. **FORCE MAJEURE.** The performance of an obligation by either party shall be excused in the event that performance of that obligation is prevented by an act of God, act of war, riot, fire, explosion, flood or other catastrophe, sabotage, severe shortage of fuel, power or raw materials, change in law, court order, national defense requirement, or strike or labor dispute, provided that any such event and the delay caused thereby is beyond the control of, and could not reasonably be avoided by, that party.
7. **INSPECTION.** All articles and work will be subject to final inspection and approval after delivery, notwithstanding prior payment, it being expressly agreed that payment will not constitute final acceptance. OSPS, at its option, may either reject any article or work not in conformity with the requirements and terms of this order, or re-work the same at Provider's expense. OSPS may reject the entire shipment where it consists of a quantity of similar articles and sample inspection discloses that ten (10%) percent of the articles inspected are defective, unless Provider agrees to reimburse OSPS for the cost of a complete inspection of the articles included in such shipment. Rejected material may be returned to the Provider's risk and expense at the full invoice price plus applicable incoming transportation charges, if any. No replacement of defective articles of work shall be made unless specified by OSPS.
8. **INVOICE.** The original and duplicate invoices covering each and every shipment made against this order showing Contract number, Vendor number, and other essential particulars, must be forwarded promptly to the ordering agency concerned by the Vendor to whom the order is issued. Delays in receiving invoice, and any errors or omissions in statements, will be considered just cause for withholding settlement without losing discount privileges. All accounts are to be carried in the name of the agency or institution receiving the goods, and not on the name of OSPS.

9. **MODIFICATIONS.** OSPS reserves the right to increase or decrease all or any portion of the work and the articles required by the bidding documents or these agreements, or to eliminate all or any portion of such work or articles or to change delivery date hereon without invalidating this Contract. All such modification shall be in writing. If any such modification are made, the Contract amount or amounts shall be adjusted accordingly. In no event shall Provider fail or refuse to continue the performance of the work in providing of articles under this Agreement because of the inability of the parties to agree on an adjustment or adjustments.

10. **TERMINATION.** OSPS may terminate the whole or any part of this Agreement in any one of the following circumstances:

- a. The Provider fails to make delivery of articles, or to perform services within the time or times specified herein, or
- b. If Provider fails to deliver specified materials or services, or
- c. If Provider fails to perform any of the provisions of this Agreement, or
- d. If Provider so fails to make progress as to endanger the performance of this Agreement in accordance with its terms, or
- e. If Provider is adjudged bankrupt, or if it makes a general assignment for the benefit of its creditors or if a receiver is appointed on account of its insolvency, or
- f. Whenever for any reason the State shall determine that such termination is in the best interest of the State to do so.

In the event that OSPS terminates this Agreement in whole or in part, pursuant to this paragraph with the exception of (f), OSPS may procure (articles and services similar to those so terminated) upon such terms and in such manner as OSPS deems appropriate, and Provider shall be liable to OSPS for any excess cost of such similar articles or services.

11. **NON-APPROPRIATION.** Notwithstanding any other provision of this Contract, if the State does not receive sufficient State, Federal, or other sources of funds to fund this Contract and other obligations of the State, if funds are de-appropriated, or if the State does not receive legal authority to expend funds from State or Federal legislative, executive or judicial bodies, then the State is not obligated to make payment under this Contract.

12. **GOVERNMENTAL REQUIREMENTS.** The Provider warrants and represents that it will comply with all applicable governmental ordinances, laws and regulations.

13. **GOVERNING LAW.** This Contract shall be governed in all respects by the laws, statutes, and regulations of the United States of America and of the State of Maine. Any legal proceeding against the State regarding this Contract shall be brought to the State of Maine administrative or judicial forums. The Provider consents to personal jurisdiction in the State of Maine.

14. **DISPUTES.** OSPS will decide any and all questions which may arise as to the quality and acceptability of articles provided and installation of such articles, and as to the manner of performance and rate of progress under this Contract. OSPS will decide all questions, which may arise as to the interpretation of the terms of this Agreement and the fulfillment of this Agreement on the part of the Provider.

15. **SUBLETTING, ASSIGNMENT OR TRANSFER.** The Provider shall not sublet, sell, transfer, assign or otherwise dispose of this Contract or any portion thereof, or of its right, title or interest therein, without the written request and written approval from the Department. Such approval shall not in any case relieve the Provider of its responsibility for performance of work or liability under this Contract.

16. STATE HELD HARMLESS. The Provider shall indemnify and hold harmless the Department and its officers, agents, and employees from and against any and all third party claims, liabilities, and costs, including reasonable attorney fees, for any or all injuries to persons or property or claims for money damages, including claims for violation of intellectual property rights, arising from the negligent acts or omissions of the Provider, its employees or agents, officers or Subcontractors in the performance of work under this Agreement; provided, however, the Provider shall not be liable for claims arising out of the negligent acts or omissions of the Department, or for actions taken in reasonable reliance on written instructions of the Department.

17. NON-COLLUSION. The Provider warrants that it has not employed or contracted with any company or person, other than for assistance with the normal study and preparation of a proposal, to solicit or secure this Contract, and that it has not paid, or agreed to pay, any company or person, other than a bona fide employee working solely for the Provider, any fee, commission, percentage, brokerage fee, gifts, or any other consideration, contingent upon, or resulting from, the award of this Contract.

And, the Provider has not entered into a prior understanding, agreement, or connection with any corporation, firm, or person submitting a response for the same materials, supplies, equipment, or services, and this proposal is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive bidding is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.

For breach or violation of this provision, the Department shall have the right to terminate this Contract without liability or, at its discretion, to otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

18. MATERIAL SAFETY: All manufacturers, importers, suppliers, or distributors of hazardous chemicals doing business in this State must provide a copy of the current Material Safety Data Sheet (MSDS) for any hazardous chemical to their direct purchasers of that chemical.

19. ORDER OF PRECEDENCE. In the event of a conflict between the documents comprising this Agreement, the Order of Precedence shall be:

- a. Exceptions - If applicable
- b. General Terms & Conditions for Goods and/or Services under Buyer Purchase Orders and Master Agreements
- c. Scope of Work - If applicable
- d. Vender Agreement - Included at Department's Discretion
- e. Other - Included at Department's Discretion

- 20. CYBERSECURITY AND PROHIBITED TECHNOLOGIES.** The Provider certifies to the best of Provider's knowledge and belief that the aforementioned organization, its principals and any subcontractors named in this Contract:
- is not a foreign adversary business entity, <https://www.maine.gov/oit/prohibited-technologies>, [Title 5 MRSA §2021 \(3\)](#); and
 - is not on the list of prohibited companies or does not obtain or purchase any information or communications technology or services included on the list of prohibited information and communications technology and services <https://www.maine.gov/oit/prohibited-technologies>, [Title 5 MRSA §2030-B](#).
- Contracts entered into by a state agency in violation of [Title 5 M.R.S. §2030-B](#) are void. A person who knowingly signs this contract, in violation of this section, commits a civil violation for which a fine may be adjudged in an amount that is twice the amount of this contract or \$250,000, whichever is greater, [Title 5 MRSA §2030-A](#).
- 21. TARIFFS.** Any price increases implemented by the provider due to the imposition of tariffs shall remain in effect only for the duration that such tariffs are in place. In the event of the repeal or reduction of any applicable tariff(s), the provider shall immediately return to the original price list or make a proportional reduction in the price to reflect the decrease in tariff(s). Price adjustments under this clause shall be made in good faith and without undue delay upon confirmation via documents reflecting tariff changes.

RIDER C: EXCEPTIONS TO RIDER B

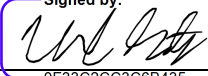
N/A

RIDER D: RESPONSIBLE VENDOR CERTIFICATION

By signing this document, I certify to the best of my knowledge and belief that the aforementioned organization, its principals, and any subcontractors named in this contract:

- a. Are not presently debarred, suspended, proposed for debarment, and declared ineligible or voluntarily excluded from bidding or working on contracts issued by any governmental agency.*
- b. Have not within three years been convicted of or had a civil judgment rendered against them for:*
 - i. fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a federal, state or local government transaction or contract.*
 - ii. violating Federal or State antitrust statutes or committing embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.*
 - iii. are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (b) of this certification; and*
 - iv. have not within a three (3) year period preceding this contract had one or more federal, state or local government transactions terminated for cause or default.*
- c. Have not entered into a prior understanding, agreement, or connection with any corporation, firm, or person also contracting for the same materials, supplies, equipment, or services and this contract is in all respects fair and without collusion or fraud. The above-mentioned entities understand and agree that collusive contracting is a violation of state and federal law and can result in fines, prison sentences, and civil damage awards.*

To the best of my knowledge all information provided, both programmatic and financial, is complete and accurate at the time of signature.

Name: Rob Spatz	Title: President
Authorized Signature: Signed by:  0F33C2CC3C6B435...	Date: 6/11/2026

RIDER E

MAKE READY REQUIREMENTS

Sites will be ready for charger installation with all make ready work completed by the state. State electricians and/or contracted electricians will supply 7.2kW (240VAC@30A) X2 for each dual plug station. Standard conduit is 3/4" and oversized conduit for future installation is 1-1/4"-2". The required power cable must be run. The concrete pad should be 24"X24"X24". In addition, the bollard mounting kit that is included in the bid will need to be installed. Verification of cellular coverage is required. If an octopus meter is being used to register cellular readings, they should be between -55 to -99. When the ChargePoint certified installer is to complete station installation and activation they will bolt down the station and connect to ChargePoint cellular coverage. Station installation information for the CT4000 can be found at <https://www.chargepoint.com/products/guides>

RIDER H

IDENTIFICATION OF COUNTRY

IN WHICH CONTRACTED WORK WILL BE PERFORMED

Please identify the country in which the services purchased through this contract will be performed:

☒ **United States. Please identify state: Maine**

☐ **Other. Please identify country: Enter Country**

Notification of Changes to the Information

The Provider agrees to notify the Division of Procurement Services of any changes to the information provided above.

RIDER J

STATE OF MAINE

DEPARTMENT OF ADMINISTRATIVE AND FINANCIAL SERVICES

DIVISION OF PROCUREMENT SERVICES

MUNICIPALITY POLITICAL SUBDIVISION and SCHOOL DISTRICT PARTICIPATION CERTIFICATION

The Division of Procurement Services is committed to providing purchasing opportunities for **municipalities, political subdivisions and school districts** in Maine by allowing them access, through our vendors, to our contract pricing. A bidder's willingness to extend contract pricing to these entities will be taken into consideration in making awards.

Will you accept orders from political subdivisions and school districts in Maine at the prices quoted?

_____ Yes

_____ Yes, with conditions as follows:

_____ No

Name of Company:

Address:

Signature:

Signed by:

0F33C2CC3C6B435...

Date:

6/11/2026

RIDER K



ChargePoint #021825-CPI

Pricing for contract #021825-CPI offers Sourcewell participating agencies the following discounts:

- 5-25% off MSRP for eligible products and services.

RIDER K

Carbon Day 2026 Pricing

CT 4000 Series									
	CT4011-GW1 Single Port 18'	CT4013-GW1 Single Port 18'	CT4011-GW1-CR Single Port 18' Cut Resistant Cables	CT4013-GW1-CR Single Port 18' Cut Resistant Cables	CT4021-GW1 Dual Port 18'	CT4023GW1 Dual Port 18'	CT4021-GW1-CR Dual Port 18' Cut Resistant Cables	CT4023GW1-CR Dual Port 18' Cut Resistant Cables	CT4025-GW1 Dual Port 23'
Hardware	\$4,100.00	\$4,100.00	\$4,350.00	\$4,350.00	\$5,900.00	\$5,900.00	\$6,300.00	\$6,300.00	\$7,200.00
1 Year Cloud	\$355.00	\$355.00	\$355.00	\$355.00	\$710.00	\$710.00	\$710.00	\$710.00	\$710.00
Power Management	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00
Assure 1 Year	\$520.00	\$520.00	\$520.00	\$520.00	\$520.00	\$520.00	\$520.00	\$520.00	\$520.00
Concrete Mounting Kit	\$90.00	\$0.00	\$90.00	\$0.00	\$90.00	\$0.00	\$90.00	\$0.00	\$90.00
Station Activation	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00
Shipping	\$275.00	\$275.00	\$275.00	\$275.00	\$275.00	\$275.00	\$275.00	\$275.00	\$325.00
Installation	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00
Total	\$6,864.00	\$6,774.00	\$7,114.00	\$7,024.00	\$9,019.00	\$8,929.00	\$9,419.00	\$9,329.00	\$10,369.00

	CP 6600 Series 50 Amp								
	CP6611B-50A-L5.5 Single Port 18'	CP6613B-50A-L5.5 Single Port 18'	CP6621B-50A-L5.5 Dual Port 18'	CP6623B-50A-L5.5 Dual Port 18'	CP6623B-50A-L5.5 Dual Port 18' Cut Resistant Cables	CP6611B-50A-L7 Dual Port 23'	CP6613B-50A-L7 Dual Port 23'	CP6621B-50A-L7 Dual Port 23'	CP6623B-50A-L7 Dual Port 23'
Hardware	\$5,200.00	\$5,200.00	\$6,950.00	\$6,950.00	\$7,400.00	\$5,750.00	\$5,750.00	\$7,550.00	\$7,550.00
1 Year Cloud	\$355.00	\$355.00	\$710.00	\$710.00	\$710.00	\$355.00	\$355.00	\$710.00	\$710.00
Assure 1 Year	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00
Concrete Mounting Kit	\$110.00	\$0.00	\$110.00	\$0.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
Station Activation	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00
Shipping	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$350.00	\$350.00	\$350.00
Installation	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00
Total	\$7,819.00	\$7,709.00	\$9,924.00	\$9,814.00	\$10,374.00	\$8,369.00	\$8,289.00	\$10,554.00	\$10,444.00

	CP 6000 Series 80 Amp								
	CP6611B-80A-L5.5 Single Port 18'	CP6613B-80A-L5.5 Single Port 18'	CP6621B-80A-L5.5 Dual Port 18'	CP6623B-80A-L5.5 Dual Port 18'	CP6621B-80A-L5.5- CR Dual Port 18' Cut Resistant Cables	CP6611B-80A-L7 Single Port 23'	CP6613B-80A-L7 Single Port 23'	CP6621B-80A-L7 Dual Port 23'	CP6623B-80A-L7 Dual Port 23'
Hardware	\$6,500.00	\$6,500.00	\$9,475.00	\$9,475.00	\$9,900.00	\$7,100.00	\$7,100.00	\$9,699.00	\$9,699.00
1 Year Cloud	\$355.00	\$355.00	\$710.00	\$710.00	\$710.00	\$355.00	\$355.00	\$710.00	\$710.00
Assure 1 Year	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00
Concrete Mounting Kit	\$110.00	\$0.00	\$110.00	\$0.00	\$110.00	\$110.00	\$0.00	\$110.00	\$0.00
Station Activation	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00
Shipping	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$320.00	\$350.00	\$350.00
Installation	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00
Total	\$9,119.00	\$9,009.00	\$12,449.00	\$12,339.00	\$12,874.00	\$9,719.00	\$9,609.00	\$12,703.00	\$12,593.00

	CP 6000 Series 80 Amp FHWA Buy America								
	CP6611B-80A-L5.5-FHWA Single Port FHWA	CP6611B-80A-L7-FHWA Single Port FHWA	CP6613B-80A-L5.5-FHWA Single Port FHWA	CP6613B-80A-L7-FHWA Single Port FHWA	CP6621B-80A-L5.5-CR-FHWA Dual Port Cut Resistant Cables	CP6621B-80A-L5.5-FHWA Dual Port FHWA	CP6621B-80A-L7-FHWA Single Port FHWA	CP6623B-80A-L5.5-FHWA Single Port FHWA	CP6623B-80A-L7-FHWA Dual Port FHWA
Hardware	\$8,200.00	\$8,750.00	\$8,200.00	\$8,750.00	\$12,500.00	\$12,000.00	\$12,600.00	\$12,000.00	\$12,600.00
1 Year Cloud	\$710.00	\$710.00	\$710.00	\$710.00	\$710.00	\$710.00	\$710.00	\$710.00	\$710.00
Assure 1 Year	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00	\$360.00
Concrete Mounting Kit	\$110.00	\$110.00	\$0.00	\$0.00	\$110.00	\$110.00	\$110.00	\$0.00	\$0.00
Station Activation	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00	\$249.00
Shipping	\$320.00	\$350.00	\$320.00	\$350.00	\$320.00	\$320.00	\$350.00	\$350.00	\$350.00
Installation	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00
Total	\$11,174.00	\$11,754.00	\$11,064.00	\$11,644.00	\$15,474.00	\$14,974.00	\$15,604.00	\$14,894.00	\$15,494.00

	CPF 50 Series Without Cable Management					
	CPF50-L18-GW-USA 18' No Cable Management	CPF50-L18-PEDMNT- GW-USA 18' No Cable Management	CPF50-L18-PEDMNT- DUAL-GW-USA 18' No Cable Management	CPF50-L23-GW-USA 23' No Cable Management	CPF50-L23-PEDMNT- GW-USA 23' No Cable Management	CPF50-L23-PEDMNT- DUAL-GW-USA 23' No Cable Management
Hardware	\$800.00	\$1,175.00	\$2,000.00	\$875.00	\$1,225.00	\$2,125.00
1 Year Cloud	\$235.00	\$235.00	\$470.00	\$235.00	\$235.00	\$470.00
Assure 1 Year	\$130.00	\$130.00	\$260.00	\$130.00	\$130.00	\$260.00
Concrete Mounting Kit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Station Activation	\$95.00	\$95.00	\$190.00	\$95.00	\$95.00	\$190.00
Shipping	\$100.00	\$200.00	\$200.00	\$100.00	\$200.00	\$200.00
Installation	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00
Total	\$2,585.00	\$3,060.00	\$4,345.00	\$2,660.00	\$3,110.00	\$4,470.00

	CPF 50 Series With Cable Management					
	CPF50-L18-WALLMNT- CMK6-GW-USA 18' With Cable Management	CPF50-L18-PEDMNT- CMK6-GW-USA 18' With Cable Management	CPF50-L18-PEDMNT- CMK6-Dual-GW-USA 18' With Cable Management	CPF50-L23-WALLMNT- CMK8-GW-USA 23' With Cable Management	CPF50-L23-PEDMNT- CMK8-GW-USA 23' With Cable Management	CPF50-L23-PEDMNT- CMK8-Dual-GW-USA 23' With Cable Management
Hardware	\$1,525.00	\$2,300.00	\$3,150.00	\$1,750.00	\$2,525.00	\$3,425.00
1 Year Cloud	\$235.00	\$235.00	\$470.00	\$235.00	\$235.00	\$470.00
Assure 1 Year	\$130.00	\$130.00	\$260.00	\$130.00	\$130.00	\$260.00
Concrete Mounting Kit	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Station Activation	\$95.00	\$95.00	\$190.00	\$95.00	\$95.00	\$190.00
Shipping	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00	\$225.00
Installation	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00	\$1,225.00
Total	\$3,435.00	\$4,210.00	\$5,520.00	\$3,660.00	\$4,435.00	\$5,795.00

	CPE280 Series	
	CPE280-800-NA-3A1A1-3A4S1-CR	CPE280-800-NA-3A1A1-3A4S1-CR X 2
	Single Station - 80Kw Cut Resistant Cables	Two Stations - Paired to 160Kw Cut Resistant Cables
Hardware	\$36,000.00	\$72,000.00
1 Year Cloud	\$725.00	\$1,450.00
Assure 1 Year	\$2,275.00	\$4,550.00
Mounting & Tool Kit	\$145.00	\$290.00
Station Activation	\$249.00	\$498.00
Shipping	\$1,000.00	\$2,000.00
Installation & Commissioning	\$5,425.00	\$10,850.00
Total	\$45,819.00	\$91,638.00



ChargePoint Network and Information Security

PCI Compliance

ChargePoint maintains PCI compliance and is audited on an annual basis by Coalfire, an independent 3rd party Qualified Security Assessor (QSA). Coalfire has more than 17 years' experience in IT security and compliance, serving thousands of client organizations across the United States and Europe. Their client list includes: 3M, AWS, Azure, Orion Health, Concur, InstaMed, and many more.

Information Security Policy

Our Information Security Policy is based on the PCI-DSS 3.2.1 information security standard. We review our policy at least annually. The PCI DSS standard requires a comprehensive information security policy that is used throughout the organization and is distributed to all system users, including contractors, vendors, and business partners. ChargePoint uses this chapter of its policies, Requirement 12, as a stand-alone security policy for that purpose, in addition to Requirement 12's other functions within the PCI standard.

ChargePoint believes that security measures taken should meet or exceed published standards, but that a public, precise description of measures is actually more likely to lead to a breach of cardholder data. ChargePoint strives to, and believes it does, meet or exceed the PCI-DSS standards, including those standards outside the realm of strict data security.

ChargePoint Services

ChargePoint provides services to thousands of customers through a cloud-based platform that is hosted at Amazon AWS. The IT infrastructure that AWS provides to its customers is designed and managed in alignment with security best practices and a variety of IT security standards, including: SOC 1/SSAE 16/ISAE 3402 (formerly SAS70), SOC2, SOC3, FISMA, DIACAP, and FedRAMP, DOD CSM Levels1-5, PCI DSS Level1, ISO 9001 / ISO27001, ITAR, FIPS140-2, and MTCS Level3.

The production environment at AWS is isolated from the ChargePoint corporate network. ChargePoint also has no connect to any of our partner networks. The charging stations all communicate over the cellular network, bypassing the need for any local IT connectivity. Access to the cloud-based platform is via standard web browser with no plugins required.

END OF DOCUMENT



MASTER AGREEMENT # 021825
CATEGORY: Electric Vehicle Supply Equipment with Related Services
SUPPLIER: ChargePoint, Inc.

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and ChargePoint, Inc., a Delaware corporation located at 240 E. Hacienda Avenue, Campbell, CA 95008 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

Article 1:
General Terms

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on September 18, 2029, unless it is cancelled or extended as defined in this Agreement.
 - a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
 - b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (RFP #021825) to Participating Entities. In Scope solutions include:
 - a) **Category 1:** On Grid Electric Vehicle Supply Equipment and Related Services:
 - i) All forms of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations;
 - ii) Services related to the offering of electric vehicle charging hardware, including maintenance, repair, parts, supplies, and training;
 - iii) Site Assessment, site preparation and materials, and installation services related to electric vehicle charging hardware; and,
 - iv) Electric vehicle supply network service providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology.
 - v) **Category 1** responders **MAY** include off-grid (Category 2) solutions in their response.
 - b) **Category 2:** Solar and Off-Grid **ONLY** Electric Vehicle Supply Equipment and Related Services, such as:
 - i) All forms of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations;
 - ii) Services related to the offering of electric vehicle charging hardware, including maintenance, repair, parts, supplies, and training;
 - iii) Site Assessment, site preparation and materials, and installation services related to electric vehicle charging hardware;
 - iv) Electric vehicle supply network service providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology.
 - v) **Category 2** responders may **ONLY** offer solutions capable of operating off-grid.
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.

- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcwell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.
- 13) Supplier Representations:**
- i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.
 - ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.
 - iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from material defects in design, materials, and workmanship in accordance with Supplier's standard parts warranty for electric vehicle charging hardware and equipment. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.
- 14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the term of this Agreement.
- 15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time during the term of this Agreement.
- 16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200.

Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to “federal” should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier’s Included Solutions with United States federal funds.

- i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.
- ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.
- iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to

the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcwell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcwell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.

xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

Article 2: Sourcewell and Supplier Obligations

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
 - Identify the applicable Sourcewell Agreement number;
 - Clearly specify the requested change;
 - Provide sufficient detail to justify the requested change;
 - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
 - Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcewell for this Agreement and must provide prompt notice to Sourcewell if that person is changed. The Authorized Representative will be responsible for:
- Maintenance and management of this Agreement;
 - Timely response to all Sourcewell and Participating Entity inquiries; and
 - Participation in reviews with Sourcewell.

Sourcewell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcewell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.
- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcewell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcewell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcewell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;

- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.
- 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For the avoidance of doubt, Supplier's Administration Fee calculation shall only apply to the price of products and services comprising the in scope solutions provided for in this Agreement and set forth in Supplier's Proposal and shall not apply to shipping costs including but not limited to freight costs, handling and insurance nor taxes associated with the completed transactions. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.
- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.

- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Notwithstanding anything to the contrary in this Agreement, this Agreement does not supercede or replace the Contract 042221-CPI executed by the parties on July 15, 2021, as amended, unless otherwise expressly agreed by the parties in writing. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.
- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any third party claims or causes of action, including reasonable attorneys' fees incurred by Sourcewell, to the extent arising out of any negligent act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some material defect in design, manufacture or workmanship, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law. Sourcewell shall provide prompt written notice of an indemnified third party claim and reasonably cooperate with Supplier's defense. Supplier will control the defense of any indemnified third party claim and any settlement or compromise thereof. Supplier shall not enter into any settlement or compromise that imposes any financial obligation, admission of liability, or ongoing affirmative obligation on Sourcewell without Sourcewell's prior written consent, which consent may not be unreasonably withheld or delayed. The failure of Sourcewell to provide prompt written notice or reasonable cooperation shall not relieve Supplier of its indemnification obligations except to the extent Supplier can demonstrate actual material prejudice as a direct result of such failure.

Reservation of Rights: Notwithstanding Supplier's control of the defense, Sourcewell shall have the right to participate in the defense of any indemnified third-party claim and to retain separate counsel, at Sourcewell's sole cost and expense.

IN NO EVENT WILL SUPPLIER BE LIABLE FOR LOST PROFITS OR LOSS OF BUSINESS OR FOR ANY INCIDENTAL, SPECIAL, CONSEQUENTIAL, INDIRECT, OR PUNITIVE DAMAGES ARISING OUT OF OR RELATED TO THIS AGREEMENT. Subject to the foregoing, Supplier's liability arising out of or related to this Agreement will not exceed one million (\$1,000,000) United States Dollars; provided, however, that Supplier's liability for its indemnification obligations will not exceed one million five hundred thousand (\$1,500,000) United States Dollars.

- 18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.
- 19) **Grant of License.**

- a) **During the term of this Agreement:**
 - i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.
 - ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.
 - b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.
 - c) **Use; Quality Control.**
 - i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
 - ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.
 - d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.
- 20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.
- 21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.
 - \$1,500,000 each occurrence Bodily Injury and Property Damage
 - \$1,500,000 Personal and Advertising Injury
 - \$2,000,000 aggregate for products liability-completed operations
 - \$2,000,000 general aggregate
- b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.
- c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.
- d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.
- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement for its convenience, with or without cause, upon 60 calendar days' written notice to the other Party.

Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

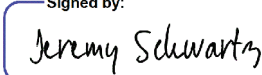
- 24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

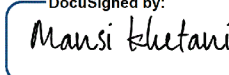
Article 3: Supplier Obligations to Participating Entities

The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, taxes, payment terms, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.
- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.
- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.

- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, liability defense and indemnity, force majeure, and other material terms as mutually agreed.
- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.
- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcewell
Signed by:

C0FD2A139D06489...
By: _____
Jeremy Schwartz
Title: Chief Procurement Officer
Date: 10/26/2025 | 7:20 PM CDT

ChargePoint, Inc.
DocuSigned by:

0612FB1871E447F...
By: _____
Mansi Khetani
Title: Chief Financial Officer
Date: 10/26/2025 | 2:07 PM PDT

RFP 021825 - Electric Vehicle Supply Equipment with Related Services

Vendor Details

Company Name: ChargePoint

Does your company conduct business under any other name? If yes, please state: California

Address: 240 E. Hacienda Avenue
Campbell, California 95008

Contact: Don Nguyen

Email: don.nguyen@chargepoint.com

Phone: 325-374-4499

Fax: 325-374-4499

HST#:

Submission Details

Created On: Thursday January 09, 2025 13:06:25

Submitted On: Tuesday February 18, 2025 16:11:32

Submitted By: Don Nguyen

Email: don.nguyen@chargepoint.com

Transaction #: e487df51-0ee9-4b52-b035-dcee8d730ccc

Submitter's IP Address: 147.243.241.241

Specifications

Table 1: Proposer Identity & Authorized Representatives (Not Scored)

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond "N/A" if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer's corporate organization affiliation.

Line Item	Question	Response *	
1	Provide the legal name of the Proposer authorized to submit this Proposal.	ChargePoint, Inc.	*
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Y	*
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	ChargePoint sells our products and services direct and we also partner with hundreds of authorized resellers and distributors who can also sell the same proposed products and services. We wish to continue the current arrangement of allowing any of our authorized partners to resell the proposed products and services in the event we are selected as a qualified technology vendor. Please note that as the list of distributors and resellers is very long and considered business sensitive, we have not included it at this time.	*
4	Provide your CAGE code or Unique Entity Identifier (SAM):	CAGE: 5FA80 UEI: E3Y8C7CU9RD8	*
5	Provide your NAICS code applicable to Solutions proposed.	ChargePoint general NAICS code: 335999	*
6	Proposer Physical Address:	240 E. Hacienda Avenue, Campbell, CA 95008, USA	*
7	Proposer website address (or addresses):	www.chargepoint.com	*
8	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the "Proposer's Assurance of Compliance" on behalf of the Proposer):	Mansi Khetani Chief Financial Officer 254 E. Hacienda Ave., Campbell CA 95008 mansi.khetani@chargepoint.com 1-408-841-4500	*
9	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Case Hyatt Public Sector Account Executive 254 E. Hacienda Ave., Campbell CA 95008 case.hyatt@chargepoint.com 770-315-2085	*
10	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Drew Blake Public Sector Account Executive 254 E. Hacienda Ave., Campbell CA 95008 drew.blake@chargepoint.com 720-593-2434 Claire Garcia Fleet Grant Development Manager 254 E. Hacienda Ave., Campbell CA 95008 claire.garcia@chargepoint.com 916-475-6649	*

Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)

Line Item	Question	Response *
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11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	ChargePoint was founded in 2007 with a single mission in mind – to make EV charging easy and convenient so that everyone feels confident in making the transition to electric transportation. We are one of the few EV charging technology companies that designs, manufacturers, and sells the entire ecosystem of EV charging needs – hardware, software, and services – in one seamless solution. This integrated approach allows ChargePoint to offer an unsurpassed EV driver experience while ensuring that station owners have all the tools and features necessary to keep their stations up and running while aligned with their particular use case. ChargePoint operates across a broad range of end customers and charging use cases including individual homeowners, commercial workplaces, fleets, municipalities, retail, auto OEMs, and more. Our station management software and energy management solutions help people and businesses shift away from fossil fuels and manage growing demand for EV charging. The ChargePoint mobile app, the highest rated app in its segment, allows EV drivers to easily find charging stations, review prices and availability, authenticate, and pay for charging sessions on our network wherever their journey takes them. ChargePoint advocacy and partnership with a variety of EV stakeholders and policy groups throughout the US helps pave the way for widespread EV adoption. ChargePoint's core values that drive our day-to-day operations are: -Be courageous -Charge together -Love our customers -Operate with openness ChargePoint has built its solution upon four pillars of our business philosophy in support of making the charging experience easy, flexible, and efficient: 1. Scale: Ability to scale from small scale pilots to large scale adoption across multiple sites. 2. Experience: Almost two decades of experience in building an effortless charging experience for all. 3. Quality: Reliable and safe charging solutions utilizing industry standards and evaluated using ChargePoint's own Advanced Testing Facility, housed within the ChargePoint headquarters in Campbell, CA. 4. Service: Best-in-class services for every mission, including remote monitoring and equipment uptime guarantees.
12	What are your company's expectations in the event of an award?	ChargePoint is currently a qualified Sourcewell vendor of EV charging solutions and we would expect similar activities if granted a continuation of that status. As Sourcewell members inquire about purchasing EVSE and related services provided under this contract, we anticipate that Sourcewell would direct those members to ChargePoint where we can assist the member in identifying the best solution, and the best buying and installation path to fit their needs. ChargePoint and/or our channel partners would be able to deliver all of the charging station needs and software solutions described herein. ChargePoint will also proactively promote the contract. As the industry leader, ChargePoint has experience deploying large scale programs across North America and has the resources necessary to quickly train staff and partners on such initiatives. ChargePoint will continue to support listing of the opportunity on its popular EV charger incentives webpage, conduct marketing campaigns to raise awareness of the opportunity, and support awareness training of our various channel partners and electrical contractors to broaden the number of entities helping to conduct outreach and support Sourcewell members.
13	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	ChargePoint is uniquely positioned in the industry for long-term growth, thanks to an asset-light business model. ChargePoint has reported growing annual revenues of \$242M, \$468M, and \$507M over the past three fiscal years. As of October 31, 2024, ChargePoint reported over \$219M in cash on the balance sheet which provides a substantial reserve to mitigate the impacts of potential short-term fluctuations in the EV adoption and associated EV charging market. While we continue to rigorously focus on cash management, we also have access to a \$150 million revolving credit facility, which remains undrawn. We have no debt maturities until 2028, and we have existing capacity on our ATM. As a result of ChargePoint's established business model, comprehensive portfolio, recurring revenue, diversified markets, and growing customer base, you can feel confident in your choice of ChargePoint as your EV charging infrastructure partner. For a complete listing of SEC financial filings, please visit https://investors.chargepoint.com/financials/sec-filings.

14	What is your US market share for the Solutions that you are proposing?	This information is difficult to determine as public data sources are limited in terms of port deployments that are private and/or restricted. The US Department of Energy (DOE) does maintain the Alternative Fuel Data Center (AFDC) which lists publically available charging ports. Data collected from that source indicates that more than 44% of the publically accessible networked L2 ports are managed on the ChargePoint Network. ChargePoint is also the leading network provider for CCS DC charging ports in the U.S.	*
15	What is your Canadian market share for the Solutions that you are proposing?	This information is difficult to determine as public data sources are limited in terms of port deployments that are private and/or restricted. The US Department of Energy (DOE) does maintain the Alternative Fuel Data Center (AFDC) which lists publically available charging ports. Data collected from that source indicates that more than 33% of the publically accessible networked L2 ports in Canada are managed on the ChargePoint Network. ChargePoint is also the leading network provider for CCS DC charging ports in Canada.	*
16	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	ChargePoint has no current or completed bankruptcy proceedings.	*
17	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	ChargePoint is best described as a manufacturer and service provider. ChargePoint designs and develops a turnkey EVSE solution: we design and manufacturer our own networked charging stations, develop cloud-based network management software, provide driver app and web portal analytics, and maintain dedicated driver and station owner support teams. ChargePoint has a national direct sales force including regionally based teams and corporate inside sales department. We also have a sales support team based across North America. Direct Sales and Support are employees of ChargePoint. In addition, ChargePoint also has a full, local and national, network of partners across the US and Canada that we engage for sales, installation, and maintenance depending on their discipline. Our partners are not employees of ChargePoint. ChargePoint intends to be a single vendor contact for Sourcwell members from project planning to sales, installation, and station support. If members require turnkey equipment sales and installation services, ChargePoint will work together with an appropriate channel partner to provide the desired proposal structure.	*
18	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	ChargePoint's local and national network of partners across the US and Canada are trained and certified on the installation of our products through our ChargePoint Training and Certification program. All of our partners have licensed electricians on-staff or maintain partnerships with such electricians. Sourcwell members have the option of using their own licensed electrician for installation of ChargePoint stations. ChargePoint has installation manuals and videos available to help facilitate a successful install. In this case, ChargePoint would need to validate the installation prior to activating an Assure warranty for equipment maintenance and support; this is a simple review and approval of the work performed.	*
19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcwell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	ChargePoint has never been suspended or disbarred.	*

20	Describe any relevant industry awards or recognition that your company has received in the past five years.	Below is a list of key awards over the past few years. Please visit https://www.chargepoint.com/about/awards for additional details. 2024: -U.S. General Services Administration (GSA) awarded Federal Risk and Authorization Management Program (FedRAMP) certification to ChargePoint for its software services. 2023: -Inter Airport Europe 2023 Innovation Awards. - Busworld Europe E-Mobility Management Winner 2023. -FreightWaves FreightTech 100 list of most innovative companies in the freight technology sector. 2022: -Fast Company Top 10 Most Innovative Companies in North America 2022. -Global Cleantech 100 Graduate of the Year. 2021: -Frost & Sullivan 2021 Best Practices Award. 2020: -2020 Private Titans, Inc. Magazine, America's Largest and Most Inspiring Private Companies. -World's Most Innovative Companies for 2020 in Transportation.	*
21	What percentage of your sales are to the governmental sector in the past three years?	In the past three years, approximately 20% of our sales are in the government sector.	*
22	What percentage of your sales are to the education sector in the past three years?	In the past three years, approximately 10% of our sales are in the education sector.	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	1. E&I Purchasing Cooperative: Awarded December 2024 - new contract; sales pending. 2. NASPO Valuepoint: Contract held by authorized ChargePoint partner. Actual sales information is not available. 3. Canoe Procurement of Canada: Sales volume information to be provided upon approval from Canoe. 4. Equalis: Actual sales information is not available. ChargePoint is listed on numerous state, provincial and cooperative purchasing contracts, either directly or indirectly via channel partners. It is likely that every state or province where an EVSE contract or authorized vendor list exists, ChargePoint's products are available either directly or through authorized channel partners.	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	ChargePoint holds a Kinetic GPO contract; annual sales volume to be provided upon approval from Kinetic GPO. ChargePoint holds an Equalis Group/Sourcing Alliance contract; annual sales volume to be provided upon approval from Equalis.	*

Table 2B: References/Testimonials

Line Item 25. Supply reference information from three customers who are eligible to be Sourcwell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Ann Arbor	Simi Barr	734-794-6430 x43729	*
City of Long Beach	Justin Beck	562-570-6964	*
City of Beverly Hills	William Hamilton	424-263-9359	*
Atlanta Public Schools	Anthony Ashley	404-802-5524	
City of Rancho Cucamonga	Michael Parmer	909-774-2023	

Table 3: Ability to Sell and Deliver Solutions (150 Points)

Describe your company’s capability to meet the needs of Sourcwell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
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26	Sales force.	ChargePoint has its own regionally based, outside sales teams covering every state within the US and all of the provinces in Canada. These individuals are based regionally and able to travel to all client in the territory. We also have dedicated sales teams for federal, fleet, and public sectors. Our outside sales team is empowered to travel safely anywhere within their territory to meet with Sourcewell members onsite. They are also capable of hosting online webinars and training sessions when needed. In addition to our outside sales team, we also have corporate based inside sales teams. Through our marketing efforts, existing client base, and market reputation, we receive a significant number of inbound inquiries. To streamline this process for customers, we have a designated inside sales team devoted to all inbound calls and inquiries from existing and prospective clients. Having a designated team handling these inbound phone calls ensures inquiries are handled quickly and efficiently. Once a call is answered and qualified, the inside salesperson connects the customer with the local regional sales representative. The regional sales representative will work with the customer from this point. We also have an inside sales team that can assist with outbound calls. This team can be focused on proactive outreach to Sourcewell members and will also follow up on leads that are generated through various marketing initiatives. ChargePoint also has a team of Solutions Engineers and complex project support resources that can assist in any presale technical education required to get help Sourcewell members understand their EV charging options and ultimately develop an optimized deployment. After deployment, ChargePoint also has a team of Customer Success Managers (CSMs) who look after all existing customers and will make sure Sourcewell members are getting the most out of their ChargePoint solutions. ChargePoint has held an active Sourcewell award since 2018 and has always been eager to partner with Sourcewell to perform joint marketing or any other contract development activity believed to drive additional success in all forms. As an example, ChargePoint has been leveraging and will continue to leverage our marketing team to run campaigns to generate interest and promote Sourcewell. This has been a productive approach for other initiatives, such as grants that we have won for our customers. Our go-to-market approach is quick and seamless which creates a simple process for clients and partners. Upon securing a new contract, ChargePoint would be pleased to work with Sourcewell to perform a "relaunch" with the intent of building new momentum around the refreshed award.
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	ChargePoint has a network of hundreds of Value Added Resellers located throughout the US and Canada. These resellers are capable of on-site evaluation, installation, install estimates, and EV stations sales. In addition, ChargePoint has a network of thousands of certified installers and dozens of O&M (Operations & Maintenance) partners located through the United States and Canada who are qualified to perform engineering, permitting, and construction services for any type of EVSE. ChargePoint works closely with our customers and partners to ensure site design, charging station layout, and driver experience is the best in the industry. We have multiple national distribution partners offering ChargePoint products in every state and province. These partners total thousands of locations combined and give us the reach to tens of thousands of electrical contractors as well as access to local and state government agencies across the country. ChargePoint's network of distribution partners have their own sales and marketing teams that they will use to promote the contract to existing and prospective clients. Regardless the sales channel, ChargePoint works closely with our customers and partners to ensure site design, charging station layout, and driver experience is the best in the industry. As part of an award, ChargePoint will provide a proposed list of authorized resellers that will be able to offer the same products and services at the proposed discounts.

28	If your proposal includes delivery of services by prequalified contractors, describe your method of prequalification. State how prequalified contractors will be identified or selected by Sourcewell Participating Entities in the event of contract award.	ChargePoint prequalifies contractors installing our charging stations through the ChargePoint Training & Certification Program. This program allows us to educate our partners with the knowledge they need to safely, correctly, and efficiently install our chargers. The ChargePoint Training & Certification Program combines general electrical and electric vehicle supply equipment (EVSE) knowledge with actionable product-specific courses. Our curriculum leverages our extensive technical know-how, partner network, and industry connections to set technicians up for success. Through this program, our partners benefit in the following ways: -Generating new business by fulfilling installation and service requests that require a certified technician. -Improving customer satisfaction through reduced callbacks after work order completion and earning recommendations from satisfied customers. -Increasing efficiency through improved knowledge, spending less time on each order, regardless of whether they are installing or repairing equipment. -Developing their expertise by staying up to date on the newest EV charging technology and establishing their businesses in a rapidly growing industry. The ChargePoint Training & Certification program offers a modular curriculum, allowing our partners to master everything they need to know to succeed in the EV charging space. They can take the AC or DC certifications — or both — and pair them with practical and actionable product-specific trainings for the exact stations that need to be installed, commissioned, or repaired. The ChargePoint Training & Certification program offers the following credentials: 1. AC and DC Certifications. Our partners can hone their expertise on AC and DC charging through: -Detailed breakdowns of station components and their functions. -Considerations for site selection and power distribution. -International and regional charging protocols and standards. -Safety protocols, electrical codes, and emergency procedures. -Charging management and control policies. 2. ChargePoint Product Microcredentials. Our partners can become experts on the installation, maintenance, and commissioning of any ChargePoint AC or DC fast charging station. ChargePoint partners can also add microcredentials to their AC and DC charging certifications and receive the following accreditations: -ChargePoint-certified technician — upon earning one (AC or DC) certification and at least one microcredential. -Product specialist — upon completing one certification and all microcredentials for a particular product. -AC EVSE expert — upon becoming a specialist in all AC charging products. -DC EVSE expert — upon becoming a specialist in all DC charging products. Each accreditation provides a badge that technicians can display on LinkedIn, websites, business cards, and other professional materials, so they can show Sourcewell members that they are ChargePoint certified. They can also work at their own pace through our various credentials: the ChargePoint Training & Certification Program is a fully virtual environment. All exams are taken online using an intuitive, AI-proctored system. ChargePoint's prequalified contractors can be identified and selected by Sourcewell Participating Entities by reaching out to our sales team, who can generate a list of suitable local contractors for each Sourcewell member that meets their unique needs. Once a Sourcewell member approaches our sales team, their dedicated salesperson will work directly with them to identify the best available ChargePoint-approved contractors for their project.
29	Service force.	ChargePoint's charging solutions come complete with 24/7 driver and technical support. Our support team is one of the largest and most experienced customer service force in the EV charging industry. ChargePoint has a global support team with over 450 trained employees. These numbers do not include our O&M partners that also offer support services and are located throughout the United States and Canada. The support organization is divided into driver, station owner, and activations support teams, with representatives sharing duties and knowledge. Our support teams have an exceptional record of providing quality service to ChargePoint drivers and station owners. For more information on our support teams, please see our response to Question 31. ChargePoint Support works remotely via the ChargePoint Network to assist drivers and diagnose station issues. Once issues are determined, Support works with our network of local O&M partners to perform any required site visits including repairs. Beyond standard technical support, ChargePoint offers ChargePoint Assure and Assure Pro, our comprehensive maintenance and management programs that are outlined in greater detail in our response to Question 31.

30	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	Sourcewell members can procure directly through ChargePoint or through our national network of authorized ChargePoint distributors/resellers. Distributor/resellers carry inventory to ship product directly to Sourcewell member. Proposer can also order product from ChargePoint if inventory is low and ChargePoint will ship to Sourcewell member.	*
31	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	ChargePoint operates a Customer Call Center providing 24/7/365 support and coverage in multiple languages for EV drivers via a toll-free telephone number, clearly posted on the charging equipment. Live representatives will provide a variety of services to address customer concerns at the charging stations. For Driver inquiries, customer service representatives will provide a variety of services to address EV driver questions related to their account or with using a ChargePoint charging station. All ChargePoint charging stations are equipped with advanced diagnostics and "remote start" capabilities. When customer service receives notice that minor operational maintenance is needed, the representative will remotely diagnose the potential causes. If issues cannot be remotely addressed, the ticket is escalated to Owner Support for follow-up directly with the station owner while Driver Support locates a nearby charging alternative for the driver to meet the real-time fueling need. ChargePoint's Technical Owner Support agents are also available to assist station owners and installation partners via the same toll-free number available 24/7/365. Representatives help resolve issues from symptom identification, diagnosis, parts logistics, labor logistics, and resolution validation. If troubleshooting identifies a part to be replaced, or the issue requires additional onsite troubleshooting, ChargePoint will then proceed with recommending local technicians visit the site and provide the necessary parts according to the warranty terms. Repairs in the field are handled by ChargePoint's national operations and maintenance (O&M) partners that have all committed to audit requirements and penalties against service level, liability indemnification, customer warranty, pricing accuracy under fixed unit pricing terms, and maintenance of required credentials to perform the work contracted. Customers utilizing ChargePoint's optional Assure offering can rest easy knowing that ChargePoint will proactively monitor the station for any issues. If an issue is detected, ChargePoint will acknowledge the issue within one business day and, if an onsite visit is required, will dispatch labor to the site within one business day of receipt of parts onsite. By supporting all elements of the charging ecosystem including hardware and software, ChargePoint's Assure can provide an annual port uptime of 98% or better. ChargePoint also boasts a robust Customer Success Manager (CSM) team that is dedicated to ensuring that our customers get the most from their ChargePoint stations after purchase. Our CSMs are the trusted advisors to our customers who focus exclusively on the satisfaction of our customers. From onboarding and software configuration, training, general education and webinars, to being an accessible point of contact for our valued customers, they create confidence in our customers about our products, ensuring a positive customer service experience even after the sale. This team is based at locations across the US and Canada.	*
32	Describe your ability and willingness to provide your products and services to Sourcewell participating entities.	ChargePoint is currently a qualified EV charging vendor with Sourcewell and your members within the United States (and Canada) and we look forward to continuing to support your members moving forward. ChargePoint has an established install base, dedicated sales force, partners, and provide all listed charging hardware, software, and services throughout the United States.	*
33	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	ChargePoint is already a qualified EV charging vendor with Sourcewell and your members within Canada and we look forward to continuing to support your members moving forward. ChargePoint has an established install base, dedicated sales force, partners, and provide all listed charging hardware, software, and services throughout Canada.	*
34	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	ChargePoint, either directly or by leveraging our extensive network of partners, has the ability to fully serve all geographic areas of the US and Canada.	*
35	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	All types of Participating Entities will have full access to our solutions.	*
36	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	ChargePoint does not have any specific requirements or restrictions and are fully available in Hawaii and Alaska. ChargePoint Products can be sold in Puerto Rico and the U.S. Virgin Islands, but we do not have the Assure/ Assure Pro Warranty options there. ChargePoint does not have availability in Guam yet.	*
37	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	Yes, ChargePoint will extend terms of an awarded master agreement to non-profits as many are current customers of ours.	*

38	Describe the process for installation of your products and services and explain the method of quotation, as applicable.	As previously detailed, ChargePoint has a network of hundreds of Value Added Resellers located throughout the US and Canada. These resellers are capable of on-site evaluation, installation, install estimates, and EV stations sales. A subset of these partner are also Operations and Maintenance (O&M) partners as described below. ChargePoint also has a network of thousands of certified installers and dozens of O&M (Operations & Maintenance) partners located through the United States and Canada who are qualified to perform engineering, permitting, and construction services for any type of EVSE. ChargePoint works closely with our customers and partners to ensure site design, charging station layout, and driver experience is the best in the industry. Our installation partners can handle the entire process, from design/engineering, to permits, to construction, to installation. These partners can also provide installation quotes by performing in-person on-site assessments with their local staff. With our number of install partners across North America, there will virtually always be a partner within a reasonable distance of a Sourcewell member who needs a site assessment, design/engineering, permitting, construction, and/or installation and many other services. In addition to our partners providing installation quotes, ChargePoint can also directly provide installation quotes to Sourcewell members through our Professional Services team. After installation, ChargePoint will then provide a commissioning service for any DC station as well as activate all stations on the ChargePoint Network. Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. DC station commissioning includes on-site verifying and testing the installation, connection to the ChargePoint network, completing software updates and pairing Express configuration if applicable, and provision of a final commissioning report.
39	Demonstrate your capabilities to provide solutions offered by providing a list of significant government, public agency, or similar entity projects completed in the past five (5) years.	1. Atlanta Public Schools - Provided project management services along with charging hardware and software to serve 50 electric school buses that are operated by the district. 2. Rancho Cucamonga - High-powered DC fast charging serving the general public. 3. City of Philadelphia - High-powered DC fast chargers installed across city owned sites serving the city's fleet and emergency response vehicles. 4. State of Colorado - ChargePoint's buildout of public DC fast charging infrastructure along Alternative Fuel Corridors (AFCs) across the state through the National Electric Vehicle Infrastructure (NEVI) Program. 5. Town of Vail - High-powered DC fast chargers dedicated to supporting the town's fleet of electric transit buses. 6. Whatcom Transportation Authority - High-powered DC fast chargers dedicated to supporting Whatcom's fleet of electric transit buses. 7. University of Michigan - Deployed 12 DC fast charging ports. 8. City of Ann Arbor - High-powered DC fast chargers dedicated to supporting the city's fleet of electric refuse trucks. 9. ChargePoint has also completed countless projects with Federal government agencies, including, but not limited to, the U.S. Navy, Naval Facilities Engineering Systems Command (NAVFAC), the Department of Army Fort Benning, Fort Knox, Fort Bragg, and many others. The U.S. Postal Service has purchased thousands of our stations, and the Tennessee Valley Authority (TVA) has purchased several million dollars' worth of our CPE250 charging station.

Table 4: Marketing Plan (100 Points)

Line Item	Question	Response *
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40	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	ChargePoint will use the following strategy to promote this contract: -Outside Sales: Our sales team and account executives will proactively reach out to all Sourcewell members within their assigned territories to promote the contract. The team is already familiar with Sourcewell and the competitive advantage it brings to them. -Inside Sales: Our inbound team will be able to promote the contract to all inbound inquiries that come in. As mentioned in Question 26, we receive a significant number of inbound leads from potential/existing Sourcewell members, and our inbound team will promote this contract to everyone and educate them on the details of how they can take advantage of it. Our outbound team will focus on proactive outreach to Sourcewell members and all government agencies. They will also call on leads that get generated through our marketing efforts. We have the tools necessary to track leads through campaigns and call on lead lists. -Marketing: Upon award, we will do a formal announcement across various channels to get the word out about our continued Sourcewell contract. We will perform regular marketing campaigns to educate the market on this contract. In addition to any help Sourcewell can provide with contact information, we have the tools necessary to quickly pull customer contact information for email campaigns. -Webinars: ChargePoint will offer to create webinars that highlight the benefits of the Sourcewell contract with real life testimonials. These webinars can be vendor neutral and positioned as an educational presentation. Trade shows: ChargePoint participates in various tradeshow/events around the country and will have marketing material available highlighting our partnership with Sourcewell and details of the contract. -Incentives: We will match all state, local, utility, and federal incentives to Sourcewell members and proactively educate prospects about the value of both the incentive program and the Sourcewell partnership. -Distribution Network: Our large distribution/partner network also have sales and marketing teams primarily supporting electrical contractors. Contractors are often a first touch point for customer exploring a charging solution. ChargePoint will work closely with its partners to help them develop effective marketing strategies. We will also train their sales team to effectively leverage this contract. We will have regular follow up calls and trainings to make sure this contract stays top of mind. Examples of our outreach: 1. ChargePoint Incentives Website: https://www.chargepoint.com/incentives/commercial/. 2. ChargePoint's continued annual presence at the ACT Expo: North America's largest clean fleet show. 3. ChargePoint's recent "EV Charging Incentives 101" webinar in April 2024 that highlighted a variety of funding sources accessible to Sourcewell members. A recording of the webinar can be viewed here: https://info.chargepoint.com/2024-ev-charging-incentives-101.html. 4. ChargePoint's recent "Public Sector Webinar" that highlighted electrification for public sector entities, a key membership of Sourcewell. A recording of the webinar can be viewed here: https://info.chargepoint.com/public-sector-webinar.html. 5. ChargePoint's "How to Leverage Sourcewell to Get EV Charging" webpage, hosted on the ChargePoint website, which describes how Sourcewell members can use Sourcewell to electrify. The webpage can be accessed here: https://www.chargepoint.com/resources/how-leverage-sourcewell-get-ev-charging. 6. ChargePoint's "Education" webpage, hosted on the ChargePoint website, which describes how Sourcewell members in the education sector can use Sourcewell to electrify. The webpage can be accessed here: https://www.chargepoint.com/solutions/education?srsltid=AfmBOorH8K-7l0zU0GMcekmb1wa9N2VcpceCDH2k-ZSkbcjzdVzUefal. 7. ChargePoint's Sourcewell email campaign (image attached to response). 8. ChargePoint's Sourcewell email campaign focused on motor pool fleets (image attached to response). 9. ChargePoint's Sourcewell email campaign focused on municipal fleets (image attached to response).
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41	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Our marketing approach leverages technology to quickly pull contact information from prospective customers and generate marketing campaigns. ChargePoint is often involved in new programs, contracts, grants, etc. and can get messaging out to market extremely quickly. We leverage various marketing tools using technology and digital data to generate leads and manage them through the sales funnel: -Organic social posts (Facebook, LinkedIn, Twitter, Instagram). -Digital advertising (banner ads, social ads, paid search, retargeting). -Premium content (gated on chargepoint.com). -Syndicated content. -Organic search. -Charging Forward blog. -Chargepoint.com business, vertical and roles pages. -Credits and Incentives web page with link to lead form on chargepoint.com. -Forms (content downloads). -Request a station (CP.com). -Events (webinars, industry events, partner events). -Email campaigns (purchased lists, contacts from inbounds). -Marketing automation. -Downloads of content/other assets. -Inbound calls. -Sales Development Reps (SDR) outbound calls. -Customer referrals. -Driver referrals.	*
42	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	ChargePoint has a collaborative and effective partnership in place with Sourcewell with its current contract. ChargePoint would view Sourcewell as a marketing partner to help promote this contract. We would look for support on an initial announcement to current members notifying them of this renewed opportunity. We have methods of gathering contact information, however, hope that you will be able to share membership contact information for ongoing outreach and marketing campaigns. The value of providing us with this information will allow us to move quicker and more efficiently. We would also look for opportunities to collaborate on co-branded marketing initiatives that adhere to ChargePoint's brand guidelines. With Sourcewell's well established relationship with its members and ChargePoint expertise in EV charging, working closely together on marketing initiatives will ensure members feel they are in good hands with their EV charging needs. The Sourcewell contract will be part of every discussion we have with existing and potential Sourcewell members. We are speaking with government agencies every day and leveraging this contract will benefit all stakeholders (Sourcewell, Sourcewell members and ChargePoint).	*
43	Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	Similar to other types of customers, for most Sourcewell members, choosing and implementing a successful charging solution is an unfamiliar experience. This is why ChargePoint has developed the most extensive, expert sales team in the industry and make these resources available to customers exploring our space. With our help, we're confident customers will be put in a position to implement successful projects. Primarily for this reason, ChargePoint does not have its own e-procurement system; our GSA Schedules are online via www.gsaadvantage.gov.	*

Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)

Line Item	Question	Response *
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44	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	As standard practice Sourcewell members have access to the following at no additional cost: For installers and service technicians, we host a variety of resources at ChargePoint University, our online learning portal. You may access training via laptop, tablet or smartphone, 24/7 through www.chargepointuniversity.com. ChargePoint University offers courseware and certifications, developed by experienced industry experts, for professionals who install ChargePoint charging stations. For users of ChargePoint cloud services and charging hardware, ChargePoint provides general training and educational videos through our YouTube channel, as well as product training through our ChargePoint University e-learning platform. Station operators also have access to an FAQ and How-To guides and videos within the charge management system and can always call our toll-free support number for additional assistance. In addition, we provide a “self guided tour” of our software platform which can be accessed at: https://www.chargepoint.com/businesses/software/tour. For DC stations, ChargePoint will be on site to support commissioning of charging stations and can provide in-person training on using the charging stations at that time. On an ongoing basis, the ChargePoint Solutions Engineering team is available via email or phone to answer questions or provide additional virtual training at no cost. Additional in-person training can be provided for a fee.
45	Describe any technological advances that your proposed Solutions offer.	ChargePoint is one of the most innovative EV charging companies in the industry today as evidenced through our \$300+ million investment in research and development over the past two years alone. We remain actively engaged in all elements of the EV charging ecosystem through engagement with technical consortiums, participation in shaping standards and policy, in addition to our close relationships with auto OEMs to anticipate the needs of future vehicle platforms. The following are highlights of some of the innovations that will support your charging initiative. NACS/J3400 Connector As a technology company enabling hosts to offer charging to their customers, employees, and fleets, our charging solutions have always been available for multiple connectors including CCS1, CHAdeMO and J1772 in North America. We now also offer NACS connector solutions on a variety of ChargePoint hardware including the CPE250/280, Express Plus, CPF50, CP6000, and the award-winning Home Flex. Thanks to this approach, existing customers can be confident their investment today is protected. ChargePoint Omni Port ChargePoint recently announced the ChargePoint Omni Port solution that ensures any EV can charge in any parking space, regardless of its connector type and without an expensive additional cable or adapter. Omni Port ensures public charging ports are future-ready, and designed to support vehicles that are already on the road as well as EVs coming to market. Omni Port also eliminates the hassle of carrying adapters while forming a simpler, more convenient charging experience. ChargePoint Omni Port is available today at no additional cost for the CP6000 50A models and can be added for an additional fee on the 80A models. It is also available on the Express Plus Power Link 2000 series for public DC fast charging use cases. CPF50 Upgrade ChargePoint recently upgrade the CPF50 to provide greater reliability and help reduce costs. This includes embedding the cellular modem into each unit allowing each port to serve as a direct gateway to the cloud. This will improve reliability and reduce complexity and associated costs with installing the separate gateway. In addition, the circuit board will also undergo a refresh to update internal components. Megawatt Charging System (MCS) ChargePoint is integrating the Megawatt Charging System (MCS) into its existing portfolio of Express Plus Power Link 2000 products. Initially, MCS will deliver up to 1.2 Megawatt. It will also support bi-directional charging and will enable output of up to 3 megawatts in the future before vehicles capable of accepting such charge are available. The system is also designed for charging in marine and aviation applications. With MCS, ChargePoint will enable its customers to meet their electrification needs for even their largest EVs. ChargePoint is already conducting interoperability testing now to a seamless MCS deployment. This system will help support the electrification of EVs with the largest battery packs, such as Class 8 trucks. Pantograph ChargePoint recently announced our inverted Pantograph option in support of the continued trend of transit agencies towards charging electric buses at higher rates and high overhead connectors. The ChargePoint's Pantograph solution is part of the Express Plus platform and enables 500 kW DC charging to provide a major, future-proof upgrade to any catenary-fitted depot. AI-powered picture-to-resolution ChargePoint has an AI-powered driver support tool to rapidly accelerate the diagnosis and repair of charging stations in the field. The software utilizes AI for the first time in the EV charging space to identify physical charger issues, thereby improving their uptime. This software is the latest deliverable of ChargePoint's ongoing investment in charging station reliability. The software is user-friendly on the outside, yet sophisticated behind the scenes.

		All a driver needs to do when encountering a nonfunctional charging station is submit photos via an improved "report a problem" feature in the ChargePoint app. The app links the issue to the driver's location and analyzes the images for anomalies, discovered thanks to a multitude of inputs utilized to train the technology for the EV charging domain. Once the software identifies the issue, it relays the information to ChargePoint's Network Operations Center, eliminating the need for most on-site inspections, considerably shortening the time to resolution. Drivers who report an issue will be able to track repair status in their app, and their report will automatically generate an alert for that station's owner, streamlining a repair process which often requires their authorization. Anti-vandalism features ChargePoint currently leads the way in solving EVSE industry challenges with innovative vandalism prevention solutions. We have developed cut-resistant cables using proprietary, patent-pending technology to mitigate the growing issue of theft. Additionally, ChargePoint® Protect offers advanced real-time protection by detecting cable cutting, triggering audible and visual alarms, and notifying station owners via SMS and email. These features work together to minimize repair costs, reduce downtime, and safeguard charging equipment. We are committed to providing the best charging experience for drivers, ensuring long-term reliability and peace of mind for drivers and charging site hosts alike.
46	Describe any "green" initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	ChargePoint is committed to protect, utilize, and manage our natural resources and reduce our carbon footprint to prevent pollution and to continually improve the air we breathe, the water we drink, and the earth we inhabit. Sustainability at ChargePoint means conducting our business in a manner that acknowledges and takes responsibility for our direct and indirect impact on the environment. This means that we will conserve energy, dispose of waste responsibly, and reduce pollutants and other byproducts our activities may generate. All employees and contractors are responsible for ensuring that they take sustainability into account in their day-to-day decision-making. By conducting our business in this manner, we align our long-term success with the earth's ecological well-being, and create enduring benefits for our shareholders, customers, employees, and the communities we live and work in. Examples of our internal sustainability initiatives include: Environmental Quality Management System: ChargePoint is ISO 14001 certified under the international standard for Environmental Management System. As part of our status of ISO 14001 certification, we also be asking our suppliers if they are certified themselves or if they plan on getting certified which will get weighed into the decision to do business with such entities. Energy Star: The first ENERGY STAR® certified EV commercial and residential charging stations on the market; Today all ChargePoint EVSEs are ENERGY STAR certified. RoHS: ChargePoint chargers have been designed and tested to be RoHS-compliant. Enabling Sustainability for our Customers: ChargePoint is also passionate about the part we play in our and our customers' sustainability programs. EV charging helps slow climate change or even eliminate emissions altogether when paired with renewable electricity sources. ChargePoint supports customers, tenants, and employees in switching to an EV by ensuring this 'green' amenity is inherent to the infrastructure where people live, work and play. This includes reporting of GHG reductions that station owners can use to track their progress. ChargePoint Awards ChargePoint is pleased to have been recognized for our efforts to build a more sustainable future by the following entities: + Top 10 Most Innovative Companies (2022): Fast Company + Cleantech 100 Graduate of the Year (2022): Global Cleantech + Acterra Award (2019): Environmental innovation award. + Global Cleantech Hall of Fame (2018): Global Cleantech 100 List + Clean Air Champion Award (2017): From East Bay Clean Cities

47	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	All ChargePoint hardware products are Energy Star certified by the US EPA in partnership with the US Department of Energy, which means our products are highly energy efficient, so Sourcewell members can rest assured knowing their ChargePoint charging stations use comparatively less energy to operate, saving money and reducing waste. Environmental Management Systems ISO 14001:2015 certification: ISO 14001 is the internationally recognized standard for environmental management systems (EMS). It provides a framework for organizations to design and implement an EMS, and continually improve their environmental performance. By adhering to this standard, organizations can ensure they are taking proactive measures to minimize their environmental footprint, comply with relevant legal requirements, and achieve their environmental objectives. The framework encompasses various aspects, from resource usage and waste management to monitoring environmental performance and involving stakeholders in environmental commitments. ChargePoint is proud to be ISO 14001:2015 certified. RoHS: ChargePoint chargers have been designed and tested to be RoHS-compliant in Europe. RoHS stands for Restriction of Hazardous Substances. RoHS, also known as Directive 2002/95/EC, originated in the European Union and restricts the use of specific hazardous materials found in electrical and electronic products. All applicable products in the EU market after July 1, 2006, must pass RoHS compliance. ChargePoint owns an Advanced Test Facility, housed within our headquarters in Campbell, CA, that exposes all of our products to extreme environmental accelerated life cycle testing. Tests include solar loading, extreme heat, extreme cold, humidity, seismic, focused pressurized water, impact, and dozens of other tests designed to improve product reliability and longevity. Higher reliability, less on-site visits, fewer replacement parts, and longer life span all contribute to lessening environmental impact.
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48	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	ChargePoint is a complete systems provider, offering the highest level of integration of hardware, software, and services, and delivering the best value in the industry. Our charging stations, mobile applications, and network management platform are designed to work seamlessly together to provide the best station owner and driver experiences in the market. ChargePoint's extensive technical expertise and fully integrated portfolio also allows ChargePoint to work rapidly with key partners to develop new, innovative solutions in support of a rapidly evolving market. Simply put, ChargePoint is unlike any other charging solution provider in that it provides the scale, experience, service, and quality necessary to make any EV charging initiative a success. Experience An integrated experience provides an effortless charging experience for station owners and drivers. It ensures consistent performance, efficiency, and reliability at every touchpoint whether one is using a mobile app, plugging into a charging station, managing the station or analyzing charging data. ChargePoint has more than 300,000 activated places to charge on its network, with access to an additional 800,000 public places to charge through roaming integrations with other major networks. ChargePoint is the only company that delivers solutions that provide an integrated EV charging experience for businesses and drivers across every touch point and for every use case. We design, develop, and manufacture complete, integrated hardware and software solutions for every charging scenario: from home and multifamily to workplace and fleet. From a top-rated mobile app and award-winning services and support to the most reliable network and stations, ChargePoint has you covered. Scale As EV adoption grows and charging becomes a necessity for your business, you want to rest assured that the charging solution you invest in today will set you up for success in the future by enabling you to support more drivers, add the latest software features and expand your EV fleet with minimal disruption to your business. The EV charging solution you invest in today must set you up for success tomorrow. ChargePoint offers seamless scalable solutions that grow with your business. We will help you get started easily, up to speed quickly and, when the time comes, ramp up effortlessly—all with minimal disruption to your business. Our extensive expertise with incentives, rebates and grants will even save you money every step of the way. No wonder 80% of Fortune 50 companies are ChargePoint customers. Quality You need an EV charging solution that just works no matter how it is used, where it is used or when it is used. A solution that is so reliable that you can just set it and forget it. Your EV charging solution has to work, every time. That is why ChargePoint is the only company that has made a major investment in quality testing on all our stations and software. ChargePoint is the only EV charging solutions company with an advanced in-house testing lab. We rigorously test all our stations and software to ensure your investment can stand up to any element, scenario, or mishap. All our products are UL-listed, ENERGY STAR® and CE (EU) certified, and our modular design minimizes downtime. With so much riding on the New Fueling Network, your EV charging solution just has to work, every time. With ChargePoint, it will. Service Best-in-class support is essential for providing a high caliber experience for all participants in the fueling network, whether one is driving a personal vehicle, delivering goods, driving work vehicles, or riding shared transport. Security In 2024, ChargePoint's software solutions received FedRAMP certification. The Federal Risk and Authorization Management Program (FedRAMP) is a program housed in the U.S. General Services Administration (GSA) and created to standardize the assessment, authorization, and monitoring of cloud computing services used by federal agencies. Cloud service providers (CSPs), software-as-a-service (SaaS) companies, and other cloud providers seeking to work with federal government agencies need to demonstrate FedRAMP compliance to do business with federal agencies. ChargePoint was among the first EVSE OEMs to achieve this stringent certification, demonstrating that our software solutions meet the highest standard of cybersecurity. Technology ChargePoint has a number of unique attributes related to technological developments that set us apart from other charger OEMs. From Omni Port, to MCS, to AI-empowered troubleshooting, to anti-vandalism features, ChargePoint's products remain at the cutting edge of technological advancement. For more information on our technological developments, please see our response to Question 45.
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49	Describe all end-user payment methods offered for charging, as applicable.	EV drivers can register with a ChargePoint driver account to enable greater functionality and convenience via the ChargePoint Network. This is a free service to EV drivers and does not any subscription or any setup fee to join. ChargePoint offers a variety of payment options to ensure EV Drivers can have the flexibility to pay the way they want. Depending on the station operator needs and how they configure their ChargePoint networked station, EV drivers will be able to use multiple point-of-sale methods including: -Credit Card: Drivers may use a contactless credit card or call the toll-free number clearly displayed on every station 24/7 to authorize charging. EV drivers will be able to pay via a credit card without having a ChargePoint account or the mobile app. -Apple Pay and Google Pay "Tap to Pay": ChargePoint stations are compatible with Apple and Android phones using NFC technology with Google Pay and Apple Pay, allowing drivers to pay by tapping their phones at the station as if they were using a contactless credit card. No membership or registration required. -ChargePoint Account and RFID Card: New drivers can open an account online and sign up to receive a free ChargePoint card. The driver's ChargePoint account is synched to the driver's credit card, PayPal, Google Pay, or Apple Pay as a funding source. -ChargePoint Mobile App: EV drivers can start and stop charging with just one tap in the mobile ChargePoint app. Like the ChargePoint RFID card, this app is synched to the driver's ChargePoint account. -Smartphone and Smartwatch "Tap to Charge": ChargePoint drivers can use the NFC capabilities of their Android or Apple smartphone or smartwatch and tap at the station in lieu of using an RFID card. This feature ties the session to the driver account, enabling all features of the mobile application and activity tracking. -Roaming Between Networks: ChargePoint registered drivers can utilize the ChargePoint app to initiate a charging session on any implemented roaming partner charging network, and conversely can utilize a roaming network's account to activate a station on the ChargePoint Network. ChargePoint is a founding member of the effort to develop roaming agreements between all major charging networks to help charging seamless for all EV drivers. ChargePoint handles the entire billing process on behalf of all parties to make it easy for all. All payment processing, funds transfer and collections are handled automatically with ChargePoint aggregating and remitting the balance, net fees, to the station operator on a quarterly basis.
50	Identify the data collected when your equipment, products, and services are accessed by an end-user.	As it related to data privacy, ChargePoint is committed to the security of all customers' data and service. ChargePoint has achieved some of the most stringent information security standards in the industry as we are certified under PCI DSS, ISO 27001, SOC II Type II, FedRamp (the U.S. government standard for highly secure cloud services), and comply to GDPR and CCPA privacy requirements. Please visit our Trust Center to learn more about ChargePoint's security posture and request access to security documentation: https://trust.chargepoint.com/. For specific on our privacy policy, which includes information we collect, please visit https://na.chargepoint.com/privacy_policy. As it relates to charging data available to users, ChargePoint provides extensive monitoring and reporting capabilities in a user-friendly and highly flexible web interface. ChargePoint stations are continuously communicating over the ChargePoint network and status updated in real-time and available on the web-based admin interface and via push alerts. The ChargePoint web interface provides the tools necessary to actively monitor and manage all stations, including near real-time status for each port, making it easy to view important data in a clear and concise table format. All data reports may be exported to Excel or CSV format from the reports page directly. The categories of reporting available on the ChargePoint web portal include: -Analytics: A large collection of information, including peak occupancy, session information, energy dispensed, and GHG savings. There are several reports under Analytics including the Unique Driver Report, Session Length Histogram Report, and the Average Utilization Report. -Financial: If a fee is associated with charging, this report shows the monthly Flex Billing statement, including how much Drivers spent charging at the Organization's stations, and how much money the Organization receives monthly. -Logs: A chronology of configuration changes and the success or failure of any attempt by the ChargePoint cloud to download information to the stations. -Audit Trail: All configuration and other actions including the user account that performed the action. -Alarms: A table of station events, including service-affecting faults.

51	Describe applicable data security measures and identify any services performed outside the US or Canada, as applicable.	ChargePoint is committed to the security of all customers' data and service. ChargePoint has achieved some of the most stringent information security standards in the industry as we are certified under PCI DSS, ISO 27001, SOC II Type II, FedRamp (the U.S. government standard for highly secure cloud services), and comply to GDPR and CCPA privacy requirements. Please visit our Trust Center to learn more about ChargePoint's security posture and request access to security documentation: https://trust.chargepoint.com/. As further evidence of ChargePoint's commitment to cyber security, ChargePoint's software solutions was the first to receive FedRAMP certification. The Federal Risk and Authorization Management Program (FedRAMP) is a program housed in the U.S. General Services Administration (GSA) and created to standardize the assessment, authorization, and monitoring of cloud computing services used by federal agencies. Cloud service providers (CSPs), software-as-a-service (SaaS) companies, and other cloud providers seeking to work with federal government agencies need to demonstrate FedRAMP compliance to do business with federal agencies. ChargePoint also maintains PCI compliance and is audited on an annual basis by Coalfire, an independent 3rd party Qualified Security Assessor (QSA). Coalfire has more than 17 years' experience in IT security and compliance, serving thousands of client organizations across the United States and Europe. Their client list includes 3M, AWS, Azure, Orion Health, Concur, InstaMed, and many more. ChargePoint's Information Security Policy is based on the PCI-DSS 3.2.1 information security standard. We review our policy at least annually. The PCI DSS standard requires a comprehensive information security policy that is used throughout the organization and is distributed to all system users, including contractors, vendors, and business partners. ChargePoint uses this chapter of its policies, Requirement 12, as a stand-alone security policy for that purpose, in addition to Requirement 12's other functions within the PCI standard. ChargePoint provides services to thousands of customers through a cloud-based platform that is hosted at Amazon AWS. The IT infrastructure that AWS provides to its customers is designed and managed in alignment with security best practices and a variety of IT security standards, including: -SOC 1/SSAE 16/ISAE 3402 (formerly SAS70), SOC2, SOC3. -FISMA, DIACAP, and FedRAMP. -DOD CSM Levels1-5, PCI DSS Level1. -ISO 9001 / ISO27001. -ITAR, FIPS140-2, and MTCS Level3. The production environment at AWS is isolated from the ChargePoint corporate network. ChargePoint also has no connect to any of our partner networks. The charging stations all communicate over the cellular network, bypassing the need for any local IT connectivity. Access to the cloud-based platform is via standard web browser with no plugins required.	*
52	Demonstrate your capabilities around long-term stewardship of proposed equipment, products, or services offered such as maintenance, performance warranties and guarantees, operational uptime, hardware warranties, and similar stewardship functions.	ChargePoint's standard hardware warranty is one-year parts only for commercial stations. To provide greater peace of mind, ChargePoint recommends our Assure service for ChargePoint manufactured commercial charging stations for Sourcewell members. With Assure, ChargePoint takes responsibility for fixing hardware issues by providing parts, labor, and orchestration of repairs by expert support specialists. Proactive monitoring, regular reports and unlimited changes to station policies are included with Assure, as well as one business day response to requests and 98% annual uptime. Sourcewell members can also get professional guidance when configuring their stations to make the most of their charging stations. Summary of Assure features: -24x7 proactive station health monitoring. -Dispatch of repair technicians when required. -Next business-day, on-site response after parts are delivered. -Unlimited software configuration changes. -98% annual uptime. -Monthly reports and detailed quarterly reports of station performance metrics. -Coverage of labor for repairs typically not covered under standard warranty such as vandalism, abuse, and accidents. For an even higher level of service, Sourcewell members can leverage our Assure Pro offering. Assure Pro provides all the benefits of Assure, plus best-in-class EV station support, monitoring, and maintenance designed to meet the needs of mission critical charging operations. With Assure Pro, ChargePoint takes responsibility for safeguarding customers' chargers by providing mission-critical remote support, proactive monitoring, and coordination of on-site repairs by expert support specialists. Assure Pro offers the benefits provided by Assure with enhanced response times including one hour response, 24 hour issue resolution, and a 99% uptime target along with annual preventative maintenance.	*

Table 5B: Value-Added Attributes

Line Item	Question	Certification	Offered	Comment	
53	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or resellers if available. Select all that apply.	Minority Business Enterprise (MBE)	☐ Yes ☒ No	ChargePoint is not a certified diverse owned company, however we partner with many entities that are certified as such and can provide the same proposed ChargePoint products and services at the noted discount. We welcome the opportunity to share this list of companies upon request.	*
54		Women Business Enterprise (WBE)	☐ Yes ☒ No	ChargePoint is not a certified diverse owned company, however we partner with many entities that are certified as such and can provide the same proposed ChargePoint products and services at the noted discount. We welcome the opportunity to share this list of companies upon request.	*
55		Disabled-Owned Business Enterprise (DOBE)	☐ Yes ☒ No	ChargePoint is not a certified diverse owned company, however we partner with many entities that are certified as such and can provide the same proposed ChargePoint products and services at the noted discount. We welcome the opportunity to share this list of companies upon request.	*
56		Veteran-Owned Business Enterprise (VBE)	☐ Yes ☒ No	ChargePoint is not a certified diverse owned company, however we partner with many entities that are certified as such and can provide the same proposed ChargePoint products and services at the noted discount. We welcome the opportunity to share this list of companies upon request.	*
57		Service-Disabled Veteran-Owned Business (SDVOB)	☐ Yes ☒ No	ChargePoint is not a certified diverse owned company, however we partner with many entities that are certified as such and can provide the same proposed ChargePoint products and services at the noted discount. We welcome the opportunity to share this list of companies upon request.	*
58		Small Business Enterprise (SBE)	☐ Yes ☒ No	ChargePoint is not a certified diverse owned company, however we partner with many entities that are certified as such and can provide the same proposed ChargePoint products and services at the noted discount. We welcome the opportunity to share this list of companies upon request.	*
59		Small Disadvantaged Business (SDB)	☐ Yes ☒ No	ChargePoint is not a certified diverse owned company, however we partner with many entities that are certified as such and can provide the same proposed ChargePoint products and services at the noted discount. We welcome the opportunity to share this list of companies upon request.	*
60		Women-Owned Small Business (WOSB)	☐ Yes ☒ No	ChargePoint is not a certified diverse owned company, however we partner with many entities that are certified as such and can provide the same proposed ChargePoint products and services at the noted discount. We welcome the opportunity to share this list of companies upon request.	*

Table 6A: Pricing (400 Points, applies to Table 6A and 6B)

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *	
61	Describe your payment terms and accepted payment methods.	Net 30. ChargePoint channel partners may offer varying payment terms at their discretion.	*

62	Describe any leasing or financing options available for use by educational or governmental entities.	ChargePoint supports the following options for procurement of charging stations and associated services. In addition to the options available below, ChargePoint's channel partners may also offer additional financing and leasing plans. Outright Purchase Upfront payment of all goods and services. ChargePoint and associated partners then fulfill installation works, network services and ongoing support in accordance with contractual agreements. Financing Options ChargePoint partners with major financial providers to offer a full finance offer for all ChargePoint services as well as site make-ready. A simple monthly payment covers all bundled costs over the course of the agreed term with a final payment option for ownership of stations to transfer to Sourcewell and its members.	*
63	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	1. ChargePoint Master Services and Subscription Agreement (MSSA) found at https://www.chargepoint.com/legal/mssa/. 2. ChargePoint Terms and Conditions of Purchase found at https://www.chargepoint.com/legal/termsandconditions. 3. ChargePoint Support Services Terms and Conditions found at: https://www.chargepoint.com/legal/support-services/. 4. ChargePoint Deployment and Consulting Services Terms and Conditions found at https://www.chargepoint.com/legal/deployment-consulting-services.	*
64	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Yes. ChargePoint and various channel partners can accept credit cards for payment.	*
65	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	ChargePoint has provided a detailed line-item price book showing list price and proposed discount level for Sourcewell members. Please see attachment titled "ChargePoint Pricing and Discounts 2025". This book is broken into distinct product categories to simplify review. Those categories are Charging Stations, Network Services, Assure Maintenance Plans, and Accessories. While we commit to maintain the discount level for the term of the contract, the MSRP list price is subject to change. Freight costs are most cost effectively determined at the time of purchase, based on quantity, mode, distribution point and shipping destination so they have not been provided on a line-item basis.	*
66	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	Discounts range from 5-25% off MSRP for eligible products and services.	*
67	Describe any quantity or volume discounts or rebate programs that you offer.	The pricing provided takes into account an assumption of volume created by purchasing across the Sourcewell membership. However, on a case-by-case basis ChargePoint may consider providing improved pricing to individual members who intend to purchase large volumes in single orders.	*
68	Propose a method of facilitating "sourced" products or related services, which may be referred to as "open market" items or "non-contracted items". For example, you may supply such items "at cost" or "at cost plus a percentage," or you may supply a quote for each such request.	ChargePoint would consider any installation services including materials and labor beyond the scope of our Install-Commissioning service listed in our pricing proposal to be "Open Market" options. In many cases government entities prefer to use previously contracted vendors or employed tradespeople to perform the site preparation for charging station installation. Install-Commissioning service then allows these entities to purchase just the somewhat specialized charging station assembly, mounting and testing directly from ChargePoint. However, in instances where an Sourcewell member would prefer to procure complete installation services from one vendor ChargePoint would coordinate scoping by an appropriate channel or O&M partner who would then provide a quote for these services to the Sourcewell member. ChargePoint would facilitate this sourcing but would not be directly involved with any financial transactions between the member and ChargePoint partner for those services. Furthermore, ChargePoint would not intend to track quarterly or pay Administrative fee on these services.	*

69	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	As previously described, ANY installation services including materials and labor beyond the scope of our Install-Commissioning service is not included in our pricing proposal. In many cases government entities prefer to use previously contracted vendors or employed tradespeople to perform the site preparation for charging station installation. Install-Commissioning service then allows these entities to purchase just the somewhat specialized charging station assembly, mounting and testing directly from ChargePoint. However, in instances where a Sourcewell member would prefer to procure complete installation services from one vendor ChargePoint would coordinate scoping by an appropriate channel or O&M partner who would then provide a quote for these services to the Sourcewell member. ChargePoint would facilitate this sourcing but would not be directly involved with any financial transactions between the Sourcewell member and ChargePoint partner for those services.	*
70	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight costs are most cost effectively determined at the time of purchase, based on quantity, mode, distribution point and shipping destination so they have not been provided on a line-item basis. ChargePoint will provide pricing upon request. In addition, if Sourcewell members are able to require their own shipping carrier upon purchase.	*
71	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Freight terms for Alaska, Hawaii, Canada, or any offshore delivery are treated no different the contiguous United States. As described above freights costs are most cost effectively determined at the time of purchase, based on quantity, mode, distribution point and shipping destination so they have not been provided on a line-item basis.	*
72	Describe any unique distribution and/or delivery methods or options offered in your proposal.	No unique distribution and/or delivery methods or options offered in our proposal.	*
73	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.	ChargePoint is well experienced with offering contracted pricing to various public and private entities across the globe. In addition, we operate our business on a world class CRM platform with the ability to easily meet these needs. Upon award, we will leverage our CRM tools to tag any Sourcewell opportunities appropriately, so they receive the contract pricing and terms. In the event these leads require a pass-through channel or O&M partner, we will ensure the partner is conforming to any contract requirements as well. As sales are made and shipments are processed all Sourcewell tagged orders will be archived in our CRM system which can easily be queried quarterly for itemized reporting of products and revenue. From this report the Sourcewell administrative fee can be easily calculated and paid.	*

74	If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.	Upon award, ChargePoint will proactively promote the contract. As the industry leader, ChargePoint has experience deploying large scale programs across North America and have the resources necessary to quickly train staff and partners on new initiatives. Here is an outline of our training approach: -Contract Launch: Appropriate stakeholders from ChargePoint will attend this meeting to learn more about best practices and successful deployments. -ChargePoint Project Team Planning: After the contract launch our ChargePoint project team will immediately develop a training presentation and material for sales management, direct sales team, our marketing team, and our partner network. We will seek Sourcewell's input on our planned presentation prior to performing any training sessions. -Training deployment: We will coordinate training sessions for sales management, direct sales teams, our marketing team, and our partner network. We do these trainings often and typically via webinar. The partner training will be separate from our internal trainings. Training follow up: -ChargePoint employees: After the initial training we will have follow up webinars with direct sales to make sure this is top of mind. We will share success stories with the team to keep "buzz" going. -Partner: After initial training, we will have follow-up webinars and email campaigns sent to all partners promoting the contract. We will continue to train them on how to leverage this contract within the markets they cover. We currently host several partner trainings throughout the year and will make sure this is a topic. Website: We will have a link on the "Current Incentives" page on our website to guide Sourcewell members, ChargePoint employees, and partners to learn more about the award.	*
75	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The proposed Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	ChargePoint is well experienced with offering contracted pricing to various public and private entities across the globe. In addition, we operate our business on a world class CRM platform with the ability to easily meet these needs. Upon award, we will leverage our CRM tools to tag any Sourcewell opportunities appropriately, so they receive the contract pricing and terms. If these leads are required to pass through a channel or O&M partner, we will ensure the partner is conforming to any contract requirements as well. As sales are made and shipments are processed all Sourcewell tagged orders will be archived in our CRM system which can easily be queried quarterly for itemized reporting of products and revenue. From this report the Sourcewell administrative fee can be easily calculated and paid. Based on the information provided in the RFP, we propose an Administration Fee of two percent (2%).	*

Table 6B: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
76	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	Our proposed pricing is based on a strategy that factors into consideration the large number of our authorized partners who are also responding directly to this RFP. ChargePoint Note: Our pricing offered here is as good as or better than pricing typically offered through existing cooperative purchasing contracts specifically where ChargePoint is the contract holder of such contracts (and not our authorized partners).

Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A, 7B and 7C)

Line Item	Question	Response *
77	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.	ChargePoint offers a complete range of networked AC and DC charging solutions for all vehicle types and charging use cases. Charging Equipment In support of this RFP, we propose the following EVSEs designed, engineered, and manufactured by ChargePoint to work seamlessly with our software and service portfolio: 1. ChargePoint CPH50: The Home Flex (CPH50) is a residential charging station to support the single-family home market. It provides up charging up to 12kW linked with a powerful mobile app. 2. ChargePoint CPF50: The preferred AC Level 2 charging station for most fleet applications that are located at a depot/behind the fence. 3. ChargePoint CT4000: A commercial AC Level 2 charging station with additional features ideal for mixed-use applications including fleets, employee workplace, and public access charging. 4. ChargePoint CP6000: A commercial AC Level 2 charging station capable of up to 19.2 kW, with additional features ideal for mixed-use applications including fleets, employee workplace, and public access charging. 5. ChargePoint Express CPE250: DC Fast Charging up to 62.5kW (single) or 125kW (paired). Designed with high availability, serviceability, and universal compatibility in mind. 6. ChargePoint Express CPE280: DC Fast Charging up to 80 kW (single) or 160 kW (paired). Designed with high availability, serviceability, and universal compatibility in mind. 7. ChargePoint Express Plus: Distributed DC Fast Charging from 200 to 500 kW. Designed on a modular basis to scale with vehicles and power needs. 8. ChargePoint Express Plus Pantograph: The Express Plus platform is also designed to work with a pantograph-style connector, allowing for higher power charging and more compact vehicle parking. This solution replaces the plug-in cable on the Power Link with a pantograph charging arm that mounts overhead the vehicle and actuates down to connect to roof-mounted "charge rails." Please refer to the attached data sheets for additional information on the proposed charging stations or visit https://www.chargepoint.com/businesses/stations. Charging Software ChargePoint's EV charge management software is designed to provide operational visibility and management of the complete charging ecosystem and to enable fleet operators to reduce operating costs, increase operational efficiency, and deliver on their mission critical needs. ChargePoint's cloud-based software includes a full suite of features to manage stations including a dashboard, manage access control, set pricing, collected driver fees, view real-time vehicle charging status and remote diagnostics, and track and analysis all charging sessions at the site. Software plans are available in 1-to-5-year terms and are tailored to the specific station and use case. Available plans include but are not limited to: - Power Plan - Commercial Plan

		- Fleet Commercial Plan - Enterprise Plan - Fleet Enterprise Plan - Fleet Operations For additional details, please visit https://www.chargepoint.com/businesses/software. Telematics ChargePoint's telematics solution is the perfect complement to ChargePoint software and can monitor the performance and efficiency of any fleet's vehicles. To collect vehicle data, fleets must equip their vehicles with ChargePoint DataHub hardware. As a plug-and-play solution, the DataHub is small, energy efficient, and easy to install. The data collected from the fleet's vehicles are uploaded to the same user-friendly platform as ChargePoint's CMS, with real-time location of a fleet's vehicles, vehicle status, statistics, and alerts displayed on the dashboard. ChargePoint telematics empowers fleets to make data-informed route planning decisions, optimize charging schedules, and streamline fleet operations. For additional details please visit https://www.chargepoint.com/fleet/telematics. Services ChargePoint offers a range of services to support our proposed EV charging solutions. This includes: - 24/7 driver and technical support - Station activation and DC station commissioning - Extended Parts Only Warranty: Expansion of terms for parts only coverage beyond initial 2 years -Assure/Assure Pro: Optional extended and enhanced warranty providing proactive monitoring, coordinated repairs, full coverage of parts and labor, and uptime of 98% (99% with Assure Pro). - Final installation services including bolt down and wiring -Professional Services: These ala carte services are available depending on the specifics of a given site deployment and the needs of the customer. Services include modeling, preliminary site design and engineering, project management, installation and commissioning, and training. Prices are available on a per project basis based on the scope of work.	
78	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	ChargePoint offers a wide range of products and services that can be broadly categorized into: - Cloud - Hardware: Stations - Services: Commissioning - Services: OCPP Onramp - Services: Activation - Services: Installation - Warranty: Assure - Warranty: Parts Only	*
79	Demonstrate your experience and capabilities installing and supporting Level 3 DC Fast Chargers	ChargePoint currently has over 24,000 DC ports deployed across our network. We have extensive experience designing, deploying, and supporting DC fast chargers. In addition to our suite of Level 2 offerings, we offer a multitude of DC products, including: -CPE250. -CPE280. -Express Plus. -Express Plus Pantograph -Dozens of third party manufactured EVSEs on the ChargePoint Network Our vast network of installation partners across North America have the experience, knowledge, and expertise required to install, support, and maintain DC fast chargers. For more information on each of our DC offerings, please see our response to Question 77.	*

80	Demonstrate the capabilities of proposed equipment, products, or services in regard to Charger-to-Charger Network Communication, Charging Network-to-Charging Network Communication, and Charging Network-to-Grid Communication.	Charger to Charger Network: In addition to manufacturing and selling our own EV charging equipment, ChargePoint has over 10 years of experience with integrating EVSEs from other manufactures onto our network. The ChargePoint Network supports the OCPP v1.6J and 2.0.1 protocol making it possible to integrate any charging station that communicates via the protocol onto our network. ChargePoint has developed a robust integration program with a dedicated team to facilitate this process to adequately conduct integration and ensure stations works as expected. Currently, our global portfolio of charge management software supports charging hardware from: ABB, Alfen, IES, Alpitronics, BTC Power, Ebusco, Heliox, Proterra, Siemens, Tritium, LG and more. Charger Network to Charger Network: ChargePoint was a founding member of the industry effort to enable "roaming" which provides seamless EV driver access, including payment, to multiple charging networks via one native account. This is enabled via the OCPI open protocol that governs the communications between charging networks. ChargePoint has entered into agreements with all of the major charging networks to help simplify the EV driver experience. This includes EVGo, Greenlots, AddEnergie (FLO), EVConnect, Enel X and dozens of more roaming partnerships in Europe. Charger Network to Grid: ChargePoint was one of the first charging networks to be certified as OpenADR 2.0b compliant to help support the broadcasting of price signals and demand response events from utilities to charging station operators. Our newer stations, including the CP6000 and Express Plus, also support 15118 enabling more advanced communication between vehicles and the grid. In addition, ChargePoint offers a full set of Soap/XML based Application Programming Interfaces (APIs). APIs can be used to retrieve financial transaction data, manage charging stations, view detailed station information, real-time status, and to get a list of active station alarms. ChargePoint has completed or initiated integration discussions with the most common platform including: Geotab, ChargePoint, Clever Devices, AssetWorks, Trapeze, Voyager, Wright Express (WEX), and more.
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Table 7B: CATEGORY 1 ON-GRID *ONLY SUBMIT FOR CATEGORY 1 OR CATEGORY 2*****

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

☐ We will not be submitting for Table 7B: CATEGORY 1 ON-GRID ***ONLY SUBMIT FOR CATEGORY 1 OR CATEGORY 2***

Line Item	Category	Requested equipment, products or services	Offered *	Comments
81	Category 1: On-Grid Electric Vehicle Supply Equipment and related services	All forms of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations	☒ Yes ☐ No	ChargePoint offers a complete range of networked AC and DC charging solutions for all vehicle types and charging use cases. In support of this RFP, we propose the following EVSEs designed, engineered, and manufactured by ChargePoint to work seamlessly with our software and service portfolio: 1. ChargePoint CPH50: The Home Flex (CPH50) is a residential charging station to support the single-family home market. It provides up charging up to 12kW linked with a powerful mobile app. 2. ChargePoint CPF50: The preferred AC Level 2 charging station for most fleet applications that are located at a depot/behind the fence. 3. ChargePoint CT4000: A commercial AC Level 2 charging station with additional features ideal for mixed-use applications including fleets, employee

				workplace, and public access charging. 4. ChargePoint CP6000: A commercial AC Level 2 charging station capable of up to 19.2 kW, with additional features ideal for mixed-use applications including fleets, employee workplace, and public access charging. 5. ChargePoint Express CPE250: DC Fast Charging up to 62.5kW (single) or 125kW (paired). Designed with high availability, serviceability, and universal compatibility in mind. 6. ChargePoint Express CPE280: DC Fast Charging up to 80 kW (single) or 160 kW (paired). Designed with high availability, serviceability, and universal compatibility in mind. 7. ChargePoint Express Plus: Distributed DC Fast Charging from 200 to 500 kW. Designed on a modular basis to scale with vehicles and power needs. 8. ChargePoint Express Plus Pantograph: The Express Plus platform is also designed to work with a pantograph-style connector, allowing for higher power charging and more compact vehicle parking. This solution replaces the plug-in cable on the Power Link with a pantograph charging arm that mounts overhead the vehicle and actuates down to connect to roof-mounted "charge rails." Please refer to the attached data sheets for additional information on the proposed charging stations or visit https://www.chargepoint.com/businesses/stations.	*
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82		Services related to the offering of electric vehicle charging hardware, including maintenance, repair, parts, supplies, and training	☒ Yes ☐ No	We include the following solutions in our proposal: ChargePoint offers a range of services to support our proposed EV charging solutions. This includes: - 24/7 driver and technical support - Extended Parts Only Warranty: Expansion of terms for parts only coverage beyond initial 2 years -Assure/Assure Pro: Optional extended and enhanced warranty providing proactive monitoring, coordinated repairs, full coverage of parts and labor, and uptime of 98% (99% with Assure Pro). - Commissioning of ChargePoint DC stations -Training: ChargePoint's Training & Certification Program. Refer to our response to Question 28 for more information on ChargePoint's Training & Certification Program.	*
83		Site assessment, site preparation and materials, and installation services related to electric vehicle charging hardware	☒ Yes ☐ No	We include the following solutions in our proposal: -Installation services related to electric vehicle charging hardware: ChargePoint's network of certified installation partners across the US and Canada will provide installation services to Sourcewell members for our charging equipment. Refer to our response to Question 27 for more information on our nationwide network of certified installation partners. -Professional Services: These ala carte services are available depending on the specifics of a given site deployment and the needs of the customer. Services include modeling, preliminary site design and engineering, project management, installation and commissioning, and training. Prices are available on a per project basis based on the scope of work.	*
84		Electric vehicle supply network service providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology	☒ Yes ☐ No	Charging Software The ChargePoint Network is one of the largest, most advanced charge point operating networks (CPON) in the world with more than 300,000 activated places to charge on its network, and access to an additional 800,000 public places to charge through roaming integrations with other major networks. ChargePoint's EV charge management software is designed to	

				provide operational visibility and management of the complete charging ecosystem and to enable fleet operators to reduce operating costs, increase operational efficiency, and deliver on their mission critical needs. ChargePoint's cloud-based software includes a full suite of features to manage stations including a dashboard, manage access control, set pricing, collected driver fees, view real-time vehicle charging status and remote diagnostics, and track and analysis all charging sessions at the site. Software plans are available in 1-to-5-year terms and are tailored to the specific station and use case. Available plans include but are not limited to: - Power Plan - Commercial Plan - Fleet Commercial Plan - Enterprise Plan - Fleet Enterprise Plan - Fleet Operations For additional details, please visit https://www.chargepoint.com/businesses/software. Telematics ChargePoint's telematics solution is the perfect complement to ChargePoint software and can monitor the performance and efficiency of any fleet's vehicles. To collect vehicle data, fleets must equip their vehicles with ChargePoint DataHub hardware. As a plug-and-play solution, the DataHub is small, energy efficient, and easy to install. The data collected from the fleet's vehicles are uploaded to the same user-friendly platform as ChargePoint's CMS, with real-time location of a fleet's vehicles, vehicle status, statistics, and alerts displayed on the dashboard. ChargePoint telematics empowers fleets to make data-informed route planning decisions, optimize charging schedules, and streamline fleet operations. For additional details please visit https://www.chargepoint.com/fleet/telematics. Services ChargePoint offers a range of services to support our proposed EV charging solutions. This includes: - Station activation and DC	
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				station commissioning.	
85		Category 1 responders MAY include off-grid (Category 2) solutions in their response, are you proposing Category 2 equipment?	☒ Yes ☐ No	ChargePoint has partnered with Beam Global to offer a charging solution that is off-grid and includes a battery and integrated ChargePoint AC Level 2 charging hardware and software.	*

Table 7C: CATEGORY 2 OFF-GRID *ONLY SUBMIT FOR CATEGORY 1 OR CATEGORY 2*****

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

☒ We will not be submitting for Table 7C: CATEGORY 2 OFF-GRID ***ONLY SUBMIT FOR CATEGORY 1 OR CATEGORY 2***

Line Item	Category	Requested equipment, products or services	Offered *	Comments	
86	Category 2: Solar and Off-Grid ONLY Electric vehicle charging hardware and related infrastructure, including charging stations	All forms of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations	☐ Yes ☐ No		*
87		Services related to the offering on electric vehicle charging hardware, including maintenance, repair, parts, supplies, and training	☐ Yes ☐ No		*
88		Site assessment, site preparation and materials, and installation services related to electric vehicle charging hardware	☐ Yes ☐ No		*
89		Electric vehicle supply network service providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology	☐ Yes ☐ No		*
90		Category 2 responders may ONLY offer solutions capable of operating off-grid	☐ Yes ☐ No		*

Table 8: Exceptions to Terms, Conditions, or Specifications Form

Line Item 91. NOTICE: To identify any exception, or to request any modification, to Sourcewell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Master Agreement Template provided in the "Bid Documents" section. Proposer must upload the redline in the "Requested Exceptions" upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	☒ Yes ☐ No

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- [Pricing](#) - ChargePoint Pricing and Discounts 2025.xlsx - Tuesday February 18, 2025 16:07:16
- [Financial Strength and Stability](#) - ChargePoint Financial Stability.pdf - Tuesday February 18, 2025 15:06:13
- [Marketing Plan/Samples](#) - Marketing Plan-Samples.zip - Tuesday February 18, 2025 12:37:33
- WMBE/MBE/SBE or Related Certificates (optional)
- [Standard Transaction Document Samples](#) - Standard Transaction Documents.zip - Tuesday February 18, 2025 12:37:55
- [Upload Additional Document](#) - ChargePoint Additional Documents.zip - Tuesday February 18, 2025 15:05:57
- [Requested Exceptions](#) - RFP_021825_Electric_Vehicle_Supply_Eqpt_Master_Agreement_cp02.14.2025.docx - Tuesday February 18, 2025 13:15:28

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.
2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.
3. The Proposer certifies that:
 - (1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-
 - (i) Those prices;
 - (ii) The intention to submit an offer; or
 - (iii) The methods or factors used to calculate the prices offered.
 - (2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and
 - (3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.
4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.
5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.
6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.
7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.
8. Proposer its employees, agents, and subcontractors are not:
 1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;
 2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or
 3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☒ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Mansi Khetani, CFO, ChargePoint, Inc.

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

☒ Yes ☐ No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_8_Electric_Vehicle_Supply_Eqpt_RFP 021825 Mon February 10 2025 04:10 PM	☒	2
Addendum_7_Electric_Vehicle_Supply_Eqpt_RFP 021825 Fri February 7 2025 03:13 PM	☒	2
Addendum_6_Electric_Vehicle_Supply_Eqpt_RFP 021825 Thu February 6 2025 08:02 AM	☒	1
Addendum_5_Electric_Vehicle_Supply_Eqpt_RFP 021825 Fri January 31 2025 02:11 PM	☒	1
Addendum_4_Electric_Vehicle_Supply_Eqpt_RFP 021825 Mon January 27 2025 04:16 PM	☒	1
Addendum_3_Electric_Vehicle_Supply_Eqpt_RFP 021825 Thu January 23 2025 03:27 PM	☒	2
Addendum_2_Electric_Vehicle_Supply_Eqpt_RFP 021825 Wed January 22 2025 03:23 PM	☒	1
Addendum_1_Electric_Vehicle_Supply_Eqpt_RFP 021825 Mon January 6 2025 03:00 PM	☒	1

CT4000

Networked Charging Station

Site Design Guide



IMPORTANT SAFETY INSTRUCTIONS

SAVE THESE INSTRUCTIONS



WARNING: This manual contains important instructions for Home Flex. When using electric products, always follow basic precautions, including the following:

WARNING:

1. **Read and follow all warnings and instructions before servicing, installing, or operating the ChargePoint® charging station.** Install and operate only as instructed. Failure to do so may lead to death, injury, or property damage, and will void the Limited Warranty.
2. **ChargePoint recommends that installation, commissioning, and break-fix services be performed by a licensed electrician who is also a ChargePoint-certified technician.** These systems operate at high voltage, and without strict adherence to safety protocols, proper protective equipment, and ChargePoint technical guides, there is significant risk to people, equipment, and the environment. Please ensure full compliance with all applicable local and national buildings, electrical, and safety codes.
3. **Always ground the ChargePoint charging station.** Failure to ground the charging station can lead to risk of electric shock. The charging station must be connected to a grounded, metal, permanent wiring system, or an equipment grounding conductor should be run with circuit conductors and connected to the equipment grounding terminal or lead on the Electric Vehicle Supply Equipment (EVSE). Connections to the EVSE shall comply with all applicable codes and ordinances.
4. **Install the ChargePoint charging station on a concrete pad using a ChargePoint-approved method.** Failure to install on a surface that can support the full weight of the charging station can result in death, personal injury, or property damage. Inspect the charging station for proper installation before use.
5. **This charging station is not suitable for use in Class 1 hazardous locations, such as near flammable, explosive, or combustible vapors or gases (This charging station is not suitable for use in any ATEX classified area, such as near flammable, explosive, or combustible vapors or gases).**
6. **Supervise children near this device.**
7. **Do not put fingers into the electric vehicle connector.**
8. **Do not use this product if any cable is frayed, has broken insulation, or shows any other signs of damage.**
9. **Do not use this product if the enclosure or the electric vehicle connector is broken, cracked, open, or shows any other signs of damage.**
10. **Use only copper conductor wire rated for 90 °C (194 °F).**





11. Do not operate the charging station in temperatures outside its operating range of -40 °F to 122 °F (-40 °C to +50 °C).
12. Ensure the charging cable is positioned so it is not stepped on, tripped over, or subjected to damage or stress. Do not close a garage door on the charging cable.



IMPORTANT: Under no circumstances will compliance with the information in a ChargePoint guide such as this one relieve the user of the responsibility to comply with all applicable codes and safety standards. This document describes approved procedures. If it is not possible to perform the procedures as indicated, contact ChargePoint. ChargePoint is not responsible for any damages that may result from custom installations or procedures not described in this document or that fail to adhere to ChargePoint recommendations.

Warranty Implication



IMPORTANT: Please be advised that all installation, commissioning, and break-fix services must be performed by a ChargePoint-certified technician. Engaging non-certified personnel for these services will result in warranty implications, as doing so constitutes a breach of policy.

Support Services

<https://www.chargepoint.com/legal/support-services>

For more information about ChargePoint's training and certification program, visit

<https://www.chargepoint.com/partners/training-certification>

Product Disposal

Applicable to NA - Do not dispose of as part of unsorted domestic waste. Inquire with local authorities regarding proper disposal. Product materials are recyclable as marked.



Applicable to EU - To comply with Directive 2012/19/EU of the European Parliament and of the Council of 4 July 2012 on waste electrical and electronic equipment (WEEE), devices marked with this symbol may not be disposed of as part of unsorted domestic waste inside the European Union. Enquire with local authorities regarding proper disposal. Product materials are recyclable as marked.



Document Accuracy

The specifications and other information in this document were verified to be accurate and complete at the time of its publication. However, due to ongoing product improvement, this information is subject to change at any time without prior notice. For the latest information, see our documentation online at [ChargePoint Product Reference Documentation](#).

Copyright and Trademarks

©2013-2026 ChargePoint, Inc. All rights reserved. This material is protected by the copyright laws of the United States and other countries. It may not be modified, reproduced, or distributed without the prior, express written consent of ChargePoint, Inc. ChargePoint and the ChargePoint logo are trademarks of

ChargePoint, Inc., registered in the United States and other countries, and cannot be used without the prior written consent of ChargePoint.

Symbols

This guide and product use the following symbols:



DANGER: Risk of electric shock



WARNING: Risk of personal harm or death



CAUTION: Risk of equipment or property damage



IMPORTANT: Critical detail that must be followed to achieve intended results



NOTE: Important contextual details or procedural clarifications



REINSTALL NOTE: Essential instructions to follow when reinstalling a part or component



Read the manual for instructions



Ground/protective earth

Illustrations Used in This Document

The illustrations used in this document are for demonstration purposes only and may not be an exact representation of the product. However, unless otherwise specified, the underlying instructions are accurate for the product.

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Revision History

This page provides a summary of revisions made, listing the month and year of each update along with a brief description of the changes made.

Month & Year	Description
May, 2026	• Updated IMPORTANT SAFETY INSTRUCTIONS section to revise the warning regarding installation and servicing by a certified technician and to add warranty implication. • Added a warranty limitation Caution in the Introduction chapter. • Updated details on supported LTE bands in Europe within the Signal Strength and Quality section in the Connectivity chapter.
October, 2025	In the Electrical Requirements section in the Site Design Guidelines chapter, the important note regarding CT4000 operating on 208/240 V circuits (20–40 A) and delivering up to 30 A is added.
September, 2025	Initial release.

Introduction 1

This document describes how to design a project site for the ChargePoint® CT4000 networked charging station for electric vehicles. This includes guidelines and best practices for electrical infrastructure and capacity planning, construction and concrete work required prior to installation of charging stations, and cellular signal requirements.

For full specifications and certifications for CT4000 charging stations, refer to the CT4000 Datasheet available at: [ChargePoint Product Reference Documentation](#).

CAUTION: Warranty Limitation



- If the charging station is not installed, commissioned, or serviced by a ChargePoint certified technician using a ChargePoint-approved method, it is *excluded* from all ChargePoint and other warranties and ChargePoint is not responsible.
- You must be a licensed electrician and complete training at <https://www.chargepoint.com/partners/training-certification> to become ChargePoint certified and to access ChargePoint's web-based installer tools or ChargePoint Installer app.

Initial Site Guidelines

ChargePoint recommends that you plan to install charging stations for 5-10% of parking spaces at commercial buildings, or 10-20% for high EV adoption areas like California. Designing electrical infrastructure to support current and future needs for EV charging helps avoid costly upgrades later as demands for EV charging grows.

Electrical Requirements

An onsite evaluation is needed to determine conduit and wiring requirements from the panel to the proposed parking spaces, construction and concrete requirements for mounting the charging stations, as well as to measure cellular signal levels and identify suitable locations for any necessary cellular signal booster equipment.

Review the CT4000 Datasheet at [ChargePoint Product Reference Documentation](#). Each Level 2 charging port requires:

- A dedicated single phase electrical circuit (32 A at 208/240 V).
- A new dual pole breaker 40 A circuit breaker at the electrical panel. (Used breakers can damage equipment and cause a fire risk.)
- Conductor wiring sized in accordance with the National Electric Code requirement for 125% capacity for continuous load for all branch circuits from panel to stations via raceway or conduit.

Consequently, a CT4000 charging station with two charge ports requires two circuits and two new dual pole 40 A circuit breakers. If power capacity is limited at a site or to reduce costs for electrical infrastructure, consider ChargePoint Power Management options for power sharing at the circuit level, panel level, transformer, or site level.



IMPORTANT: CT4000 can run on 208/240 V circuits from 20 A to 40 A and will deliver a maximum of 30 A to a vehicle. Since CT4000 supports lugs up to 16 mm² (6 AWG), we recommend running 16 mm² (6 AWG) wire for potential upgrade to higher power chargers in the future.

Cellular Connectivity

The CT4000 charging station needs strong cellular connectivity to allow ChargePoint to communicate with the station. A connection is needed for station owners and operators to access these features:

- User authentication, access control, and billing
- Energy usage reporting
- Charging station utilization and charging session details for analytical reporting
- Real-time charging status to drivers using the ChargePoint mobile app or web portal
- Ability for drivers to use the ChargePoint mobile app and Tap to Charge, Apple Pay, or Android Pay on their smartphone to start and stop sessions
- Text or email notifications to drivers when vehicle battery is full or stops charging
- Notifications to drivers prior to pricing increases for overstay of parking at EV spots
- Station fault alarms and remote diagnostic capability
- Over-the-air software upgrades for new station features or enhancements

If you have preexisting infrastructure or are using your own preferred electrical contractor to prepare your site, a Site Validation by a ChargePoint Operations and Maintenance (O&M) partner is required to certify compliance with electrical specification requirements, and to ensure everything was prepared to ChargePoint specifications.



IMPORTANT: Always check local codes or consult an engineer to ensure the site is prepared in compliance with all applicable regulations. Local authorities might not allow a unit to operate if it is not installed to code.

Charging Station Placement

To help minimize costs, choose station locations that are as close as possible to the available electrical infrastructure. Selecting these types of locations helps minimize long conduit and wire runs, as well as any trenching work.

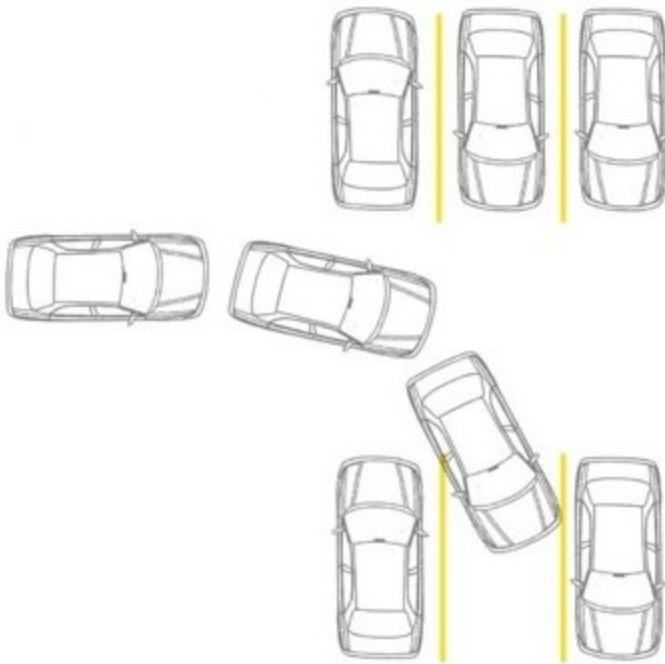


WARNING: The charging station must be installed on a level concrete base or a flat wall rated for the weight of the station. Asphalt cannot support the full weight of the station. Failure to install the station on a suitable surface may cause the station to tip over, resulting in death, personal injury, or property damage.

Layout Considerations

When planning the layout for the charging stations, consider the following factors:

- Identify station locations for EV charging spots.
- To help minimize costs, choose station locations that are as close as possible to the available electrical infrastructure.
- Consider locations where it will be easy to add future stations.
- Consider how easily drivers can find the stations they need to access.
- Identify suitable locations with smooth, plumb surfaces for wall mount stations or suitable floor surfaces for pedestal mount stations.
- Determine raceway or conduit runs for electrical wiring from the electrical panel. Consider a layout to minimize linear conduit costs to all proposed EV parking spaces. If possible, avoid or minimize trenching requirements, especially more costly trenching to run conduit under asphalt surfaces.
- Consider ADA compliance. The charging station should not block ramps or pathways and the bottom of the screen cannot be more than 48 inches above the level of the parking stall.
- Choose adjacent parking spaces in an area with adequate lighting.



- For stall parking, ChargePoint prefers using perpendicular parking stalls to better accommodate EVs with front and rear charge ports.



NOTE: While ChargePoint tests charging stations with a majority of upcoming vehicles, ChargePoint cannot guarantee the port locations of future vehicles and cannot warrant the configurations proposed will work for all vehicles.

- Use dual-port pedestal mount stations where possible in open areas for adjacent parking or adjoining parking spaces.
- Consider protective bollards and wheel blocks where appropriate, especially for open tandem parking spaces.

Electrical Considerations

When evaluating electrical requirements for EV charging stations, consider the following:

- Evaluate existing electrical infrastructure to determine if the existing utility service and electrical panel capacity is sufficient. Ensure the electrical wiring, overcurrent circuit protection, and metering (if required) is in place by reviewing the datasheet, as well as the wiring diagram and grounding requirements in this document.
- Ensure the electrical wiring, overcurrent circuit protection, and metering (if required) is in place by reviewing the datasheet, as well as the wiring diagram and grounding requirements in this topic.
- Ensure that you use 16 mm² (6 AWG) or 10 mm² (8 AWG) wire to the station. If you will be feeding the station with larger wire (like 25 mm² (4 AWG)), you will need to splice the wire for 16 mm² (6 AWG) or 10 mm² (8 AWG). For each charging port, only three wires are required: L1, L2, and Ground. For dual port stations, only five wires are required as both ports share the same Ground wire.



NOTE: Neutral must be bonded to Ground upstream at the transformer or panel for each separately derived system.

- Identify costs for any necessary upgrades and/or a new dedicated electrical panel. Size all conduit and electrical wiring in accordance with the National Electric Code requirements. ChargePoint recommends using a certified electrician to evaluate available capacity and identify any upgrades that may be required.
- If a dedicated EV electrical panel is required, choose a panel location in close proximity to the existing electrical supply.

Additional Considerations

When planning for additional installation and operational factors, consider the following:

- Determine appropriate mounting type: wall mount vs. pedestal mount.
- Use dual-port pedestal mount stations where possible in open areas for adjacent or tandem parking spots. Establish the quantity of each type of charging station in the initial order.

- Measure cellular signal levels using professional cellular test equipment to ensure adequate cellular coverage at the station installation location. To ensure adequate signal strength in underground or enclosed parking structures, cellular repeaters may be required. Use an indoor antenna located near EV parking spaces and an outdoor antenna typically located at the garage entrance ceiling or on the rooftop where cellular signals are best.
- Determine cost budget options for electrical infrastructure to satisfy current needs and future needs. Prioritize charging stations locations based upon immediate and future needs, construction timelines, and costs.

Plan for the Future

Keep in mind not only current EV charging needs, but future needs as EV adoption grows.

- Consider running raceway or conduit to all planned EV parking spots, but pulling electrical wiring from the panel to meet current needs.
- Consider installing a dedicated electrical panel for EV charging, then leverage ChargePoint Power Management to efficiently use available power at a site to support more EV charging ports than would otherwise be possible without power management.

Civil and Mechanical Design 2

Use the guidance below to design the civil and mechanical aspects of the site.

The station can be installed attached to a wall, or on a concrete pedestal. The pedestal can be a newly poured pad or an existing concrete surface.

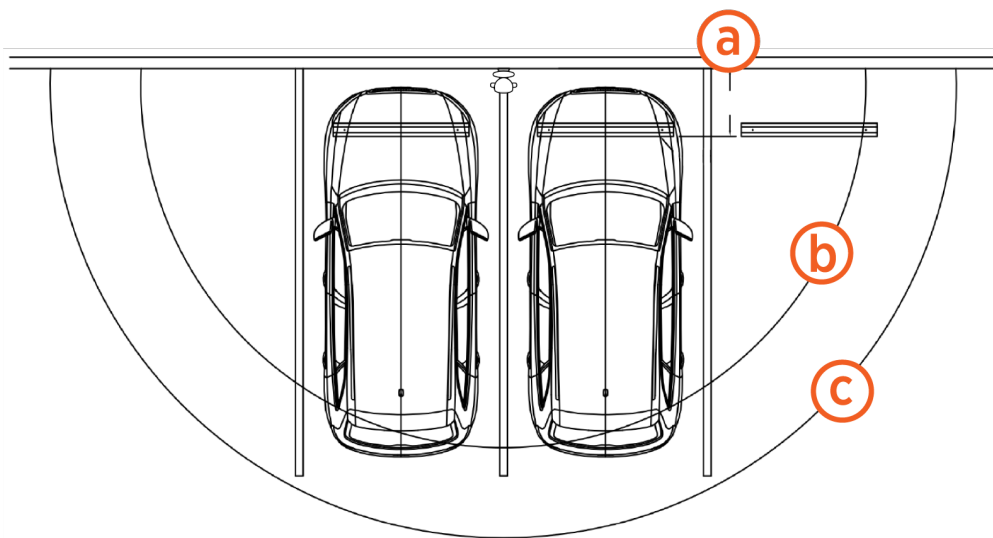
Component Dimensions and Weights

Each CT4000 charging station can be mounted on a pedestal or on a wall with a Cable Management Kit (CMK). The station is a vertical enclosure with the weights and dimensions shown as follows.

Station Configuration	Approximate Weight
Single port, wall	62 kg (136 lb)
Dual port, wall	68 kg (150 lb)
Single port, pedestal	71 kg (155 lb)
Dual port, pedestal	76 kg (168 lb)

Wall Mount Stations

For wall mounted stations, the wall must be smooth, stable, and plumb. The minimum height of the wall must be 1250 mm (49 in). Place wheel stops **(a)** 90 mm (3 ft) from the wall. The arc shows the usable reach of the two charging cable lengths available, 5.5 m (18 ft) **(b)** and 7 m (23 ft) **(c)**.



IMPORTANT: Ensure that the wall supports the station. If mounting to a hollow wall, bridge at least two studs using a 41 mm (1 5/8 in) channel strut.



WARNING: If not installed correctly, the ChargePoint charging station may pose a fall hazard, leading to death, personal injury, or property damage. Always use the provided Concrete Mounting Template shown preinstalled here, or a ChargePoint approved surface mounting solution, to install the ChargePoint charging station. Always install in accordance with applicable codes and standards using licensed professionals. Non approved installation methods are performed at the risk of the contractor and void the Limited One-Year Parts Exchange Warranty.

Pedestal Mount Stations

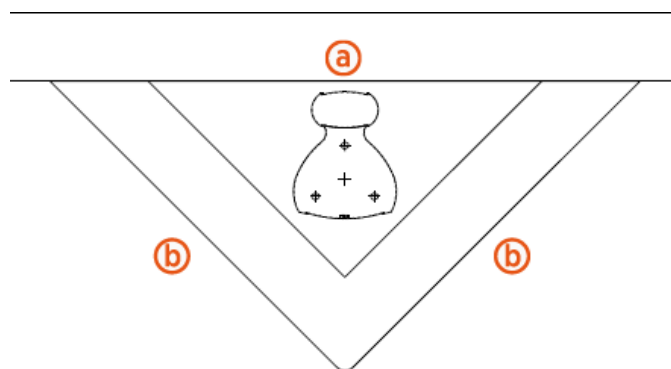
For newly poured pedestal mounted installations, the mounting surface must be smooth and cannot exceed a slope of 6 mm per 300 mm (0.25 in per ft). The concrete base must measure at least 600 mm (2 ft) on all sides. For installations in existing concrete, epoxy anchors can be used. Consult a civil engineer to ensure sufficient volume and strength of concrete.

There are three basic pedestal base designs:

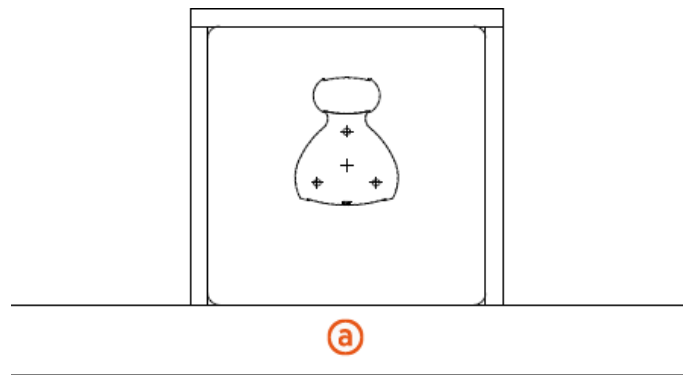
- In front of a curb **(a)** 900 mm (3 ft) x 2 **(b)**

Area: 0.42 m² (4.5 ft²)

Volume: 0.26 m³ (9 ft³)

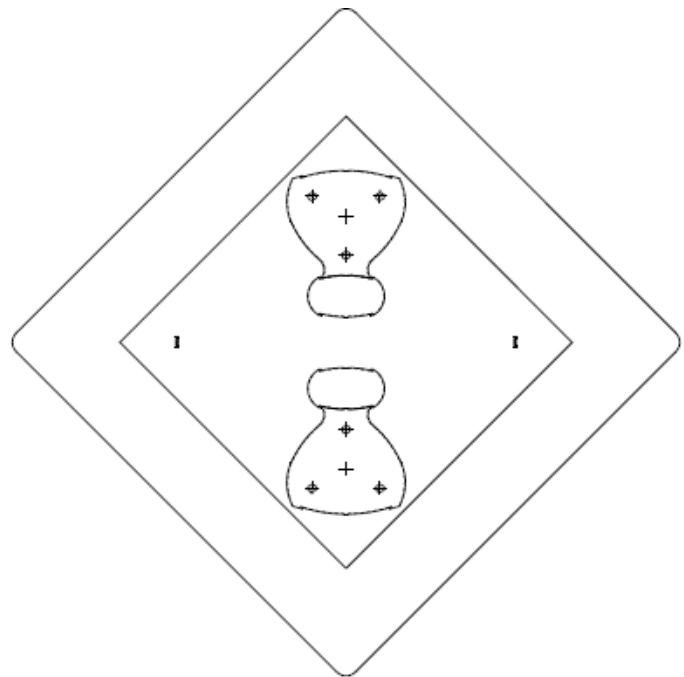


- Behind a curb **(a)** in a planter or berm 600 mm (2 ft) on each side
Area: 0.37 m² (4 ft²)
Volume: 0.23 m³ (8 ft³)



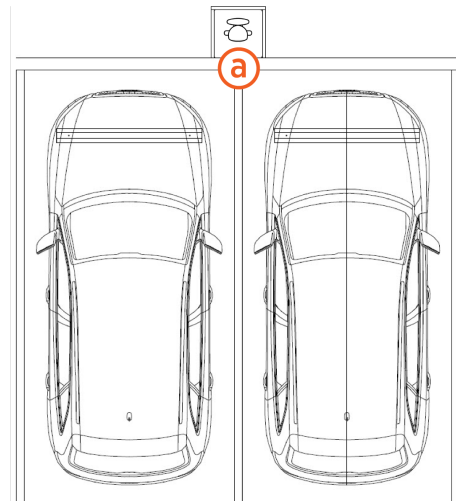
NOTE: Use a retaining wall as needed to prevent dirt from accumulating on the pad.

- Two stations back-to-back, centered between four spaces
900 mm (3 ft) on each side Area:
0.84 m² (9 ft²)
Volume: 0.51 m³ (18 ft³)

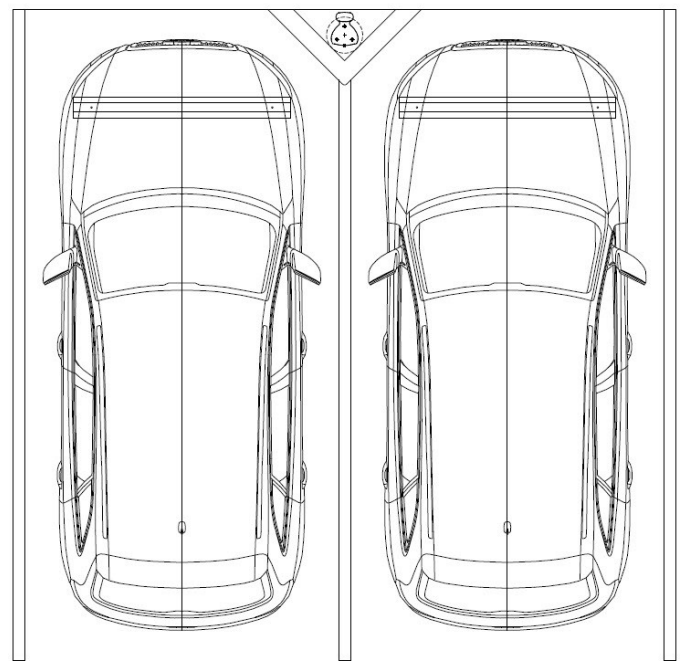


The pedestal base design can be configured in a variety of ways to serve different parking arrangements. Ensure a sufficient volume of concrete to provide anchoring for the charging station.

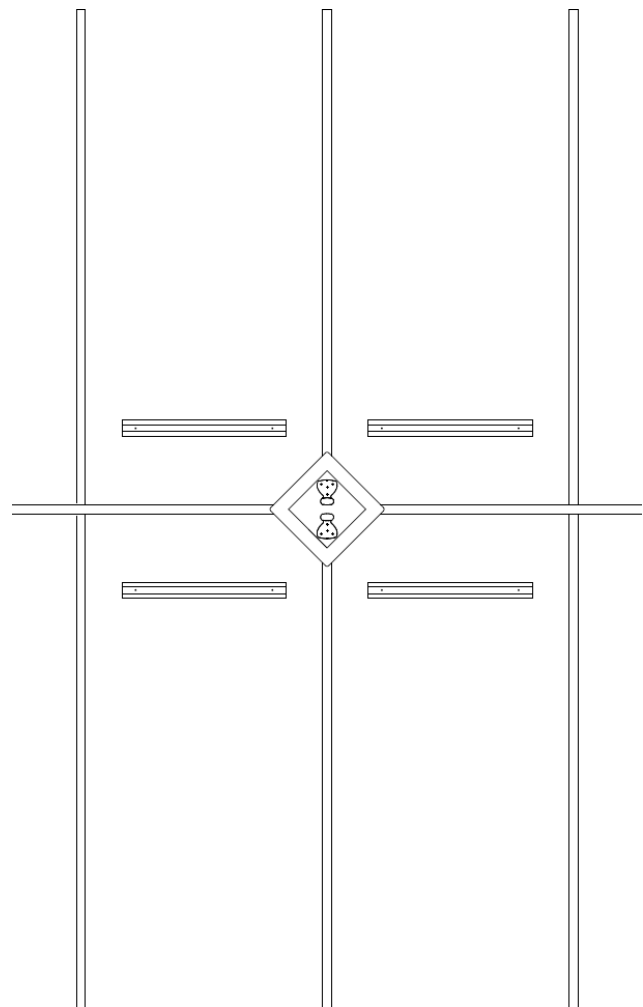
- Place the station in a planter or berm between spaces with wheel stops 900 mm (3 ft) from the front of each stall **(a)**.



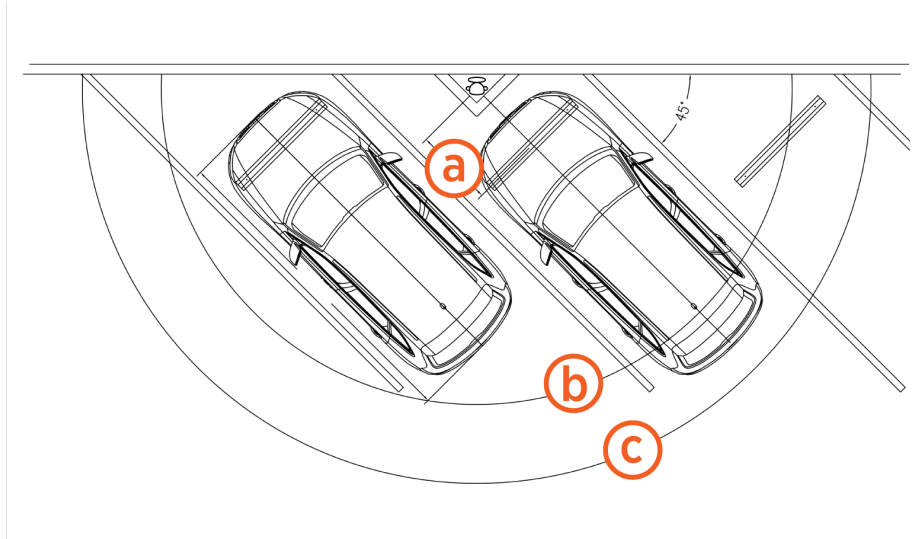
- Place the station against the curb between spaces with wheel stops 900 mm (3 ft) from the front of each stall. The base of the charging station can be flush with the parking spaces or at curb level.



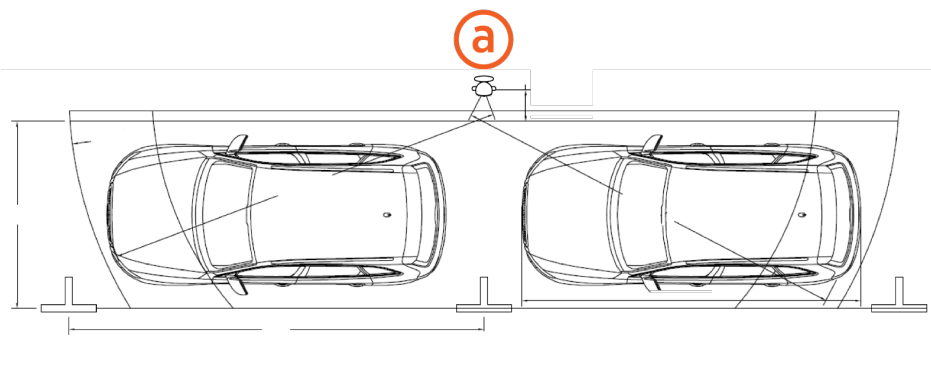
- Place two stations back-to-back centered on four spaces with wheel stops 900 mm (3 ft) from the front of each stall. The base of the charging station can be flush with the parking spaces or at curb level.



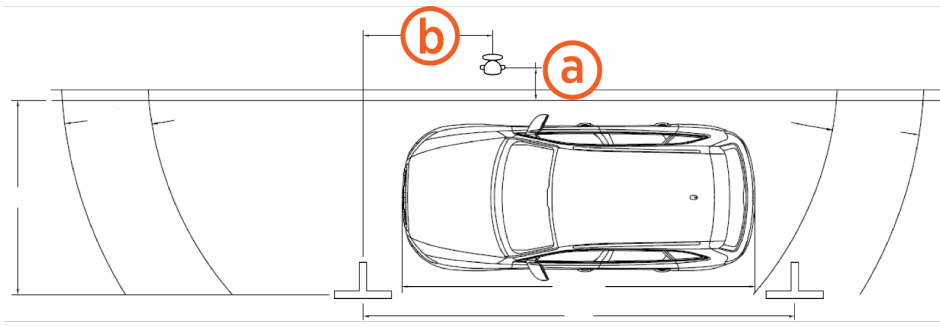
- Place a dual holster station centered on the right space. The charging cables reach two vehicles. Place a wheel stop (a) 1220 mm (4 ft) from the center of the charging station. The arc shows the usable reach of the two charging cable lengths available: 5.5 m (18 ft) (b) and 7 m (23 ft) (c). The 7 m (23 ft) cord option is recommended for this configuration. The base of the charging station can be flush with the parking spaces or at curb level. Be sure to install EV Charging Station signs on both spaces.



- Place a dual holster station centered between two parallel parking spaces, each 6 m (20 ft) long. Place the station (a) 450 mm (18 in) from the curb. A 7 m (23 ft) charging cable is recommended.



- Place a single holster station for a single parallel parking space 6 m (20 ft) long. Place the station (a) 450 mm (18 in) from the curb, and 1.8 m (6 ft) from the front of the parking space (b).



Ensure any site slopes, walls, or fencing do not trap water around the charging station installation site. The system is only built to withstand water to the height of the conduit stub-up.



WARNING: Exposing the ChargePoint® charging station to water above the height of the conduit stub-up could create an electrocution, shock, or fire hazard. Cut power to the charging station if it has been exposed to standing water and contact ChargePoint before the charging station is powered on.

For pedestal installations, the conduit stub-up must be a minimum of 230 mm (9 in) from any obstructions to the rear. This includes other charging stations. Check applicable codes for any additional clearance requirements.

Electrical Specifications

For electrical specifications, refer to the CT4000 *Installation guide* (available at [ChargePoint Product Reference Documentation](#)).



IMPORTANT: CT4000 can run on 208/240 V circuits from 20 A to 40 A and will deliver a maximum of 30 A to a vehicle. Since CT4000 supports lugs up to 16 mm² (6 AWG), we recommend running 16 mm² (6 AWG) wire for potential upgrade to higher power chargers in the future.

Accessibility

To meet the accessibility requirements, the CT4000 charging cables are no more than 1220 mm (48 in) above ground and no more than 254 mm (10 in) away.

This complies with American Disability Act (ADA) requirements if the station is installed at grade. If your installation must comply with ADA standards, or the disability access regulations for other regions, consider this when designing the height of the pad or when planning a wall-mounted installation.

This complies with Europe disability requirements, if the station is installed at grade. If your installation must comply with disability access regulations, consider this when designing the height of the pad or when planning a wall-mounted installation.

Also consider site design factors such as placement of bollards, wheel stops, or other vehicle obstacles when planning charging station access for disabled parking stalls. Check disability access regulations for guidance on the clearances needed for wheelchair access to charging cables and user interfaces.

Electrical Design 3

The wall mount CT4000 installation uses surface mount wiring. The pedestal mount CT4000 installation requires service wiring installed underground. (If a site requires surface mounting, contact ChargePoint before beginning work, to obtain an approved installation method.) Conduit and wire size are determined based on the length of runs from the electrical panel to the station location. Service wiring must be run through conduit to comply with local electrical codes. Consult national and local codes or a project engineer to determine the grade, quality, and size of the conduit or cable. The CT4000 Concrete Mount Kit accommodates service wiring through the flare, conduit, or locally appropriate wiring method.



NOTE: All wiring and conduit is supplied by the contractor unless otherwise indicated.

Upstream Components

Charging stations are considered continuous load devices (EVs draw maximum load for long durations); therefore, electrical branch circuits to EV chargers must be sized at 125% of the load for North American installations, in accordance with National Electric Code (NEC) requirements. (For other regions, refer to local code.) This means that for a maximum 32 A load at 208/240 V output to an electric vehicle, 40 A breakers are required.

Wiring must be sized in accordance with NEC code for continuous load devices. Typically, 16 mm² or 10 mm² (6 AWG or 8 AWG) insulated electrical wiring is used, depending upon the distance between the electrical panel and the charging station. The terminal block accepts a maximum of 16 mm² (6 AWG) wire.

When planning multiple EV charging stations, it is best practice to segment non-continuous and continuous loads, with all branch circuits for EV charging on a dedicated electrical panel assembly with adequate circuit breakers. When sizing new electrical panels dedicated for EV charging, all branch circuits must support continuous load, and the panel rating must be sized for at least 125% of the total load on each leg of a 3-phase panel.

CAUTION: Observe the following cautions to ensure safety and optimal performance:



- The CT4000 charging station is tested to IEC 61000-4-5, Level 5 (6 kV @ 3000 A) standards. In geographic areas that experience frequent thunderstorms, appropriate supplemental surge protection is recommended to guard against product damage.



- ChargePoint charging stations are UL 916 listed as Energy Management devices and are networked for real time communication to ensure they operate within the provisioned load allowance.

Conduit

The outer diameter of conduit must not exceed the sizes called out in the conduit layout drawing: 63 mm (2.5 in). Conduit stub-ups cannot extend higher than 660 mm (26 in).

For wall mounted stations, flex conduit must be used to bring the wire to the station.

Wiring Requirements

For full product specifications, refer to the CT4000 Datasheet. Using that data, ensure that the installation location is equipped with service wiring that supports the CT4000's power requirements:

- AC conductors (L1, L2)
- Ground conductor

When pulling electrical wiring via conduit for CT4000 pedestal mount, ensure at least 900 mm (3 ft) of coiled wire remains above conduit stub up.

When pulling electrical for wall mounted stations, the conduit and wire must be brought to the location where the stations will be mounted. Flex conduit must be used to bring the wire to the station. Wiring is brought in via the bottom of the CT4000.

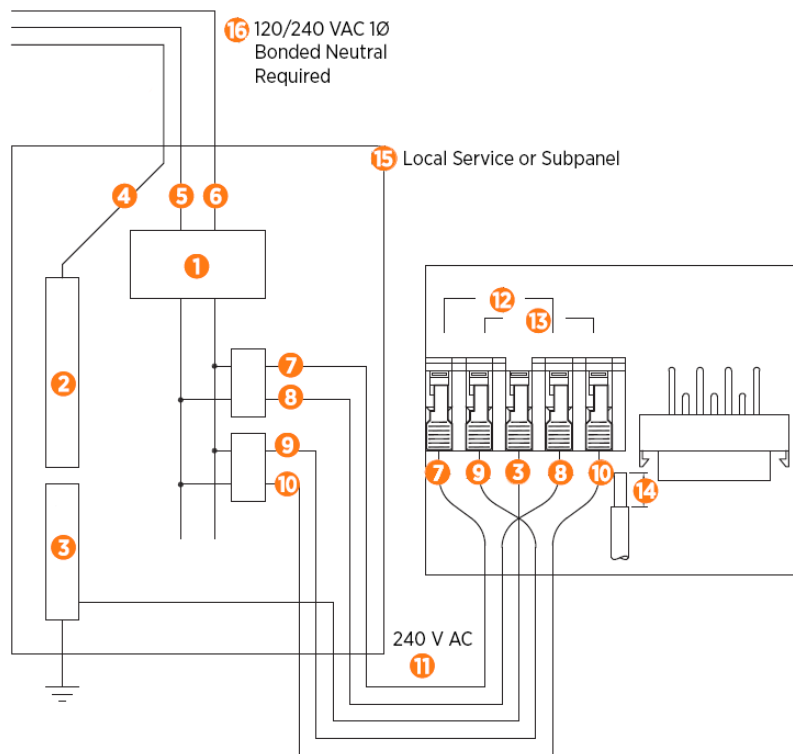


IMPORTANT: The AC terminal blocks on the CT4000 accept a maximum size of 16 mm² (6 AWG) solid or stranded wires. If using a larger gauge wire to accommodate a long run, reduce the wire size at the disconnect.

Wiring Diagram

240 VAC Single Phase Panel

- | | |
|------|-------------------------------------|
| (1) | Main Breaker |
| (2) | Neutral Bus |
| (3) | Ground Bus |
| (4) | Neutral |
| (5) | L2 |
| (6) | L1 |
| (7) | Left L1 |
| (8) | Left L2 |
| (9) | Right L1 |
| (10) | Right L2 |
| (11) | Ground |
| (12) | Left Port |
| (13) | Right Port |
| (14) | Strip wire
13 mm (0.51 in) |
| (15) | Local Service
or Subpanel |
| (16) | 120/240 V AC
1Ø
Bonded Neutra |



Left and right refers to the left and right ports on the charging station.

208 VAC Three Phase Panel

(1) Main Breaker

(2) Neutral Bus

(3) Ground Bus

(4) Neutral

(5) L3

(6) L2

(7) L1

(8) Left L1

(9) Left L2

(10) Right L1

(11) Right L2

(12) 208 V AC

(13) Right Port

(14) Left Port

(15) Strip wire
13 mm (0.51 in)

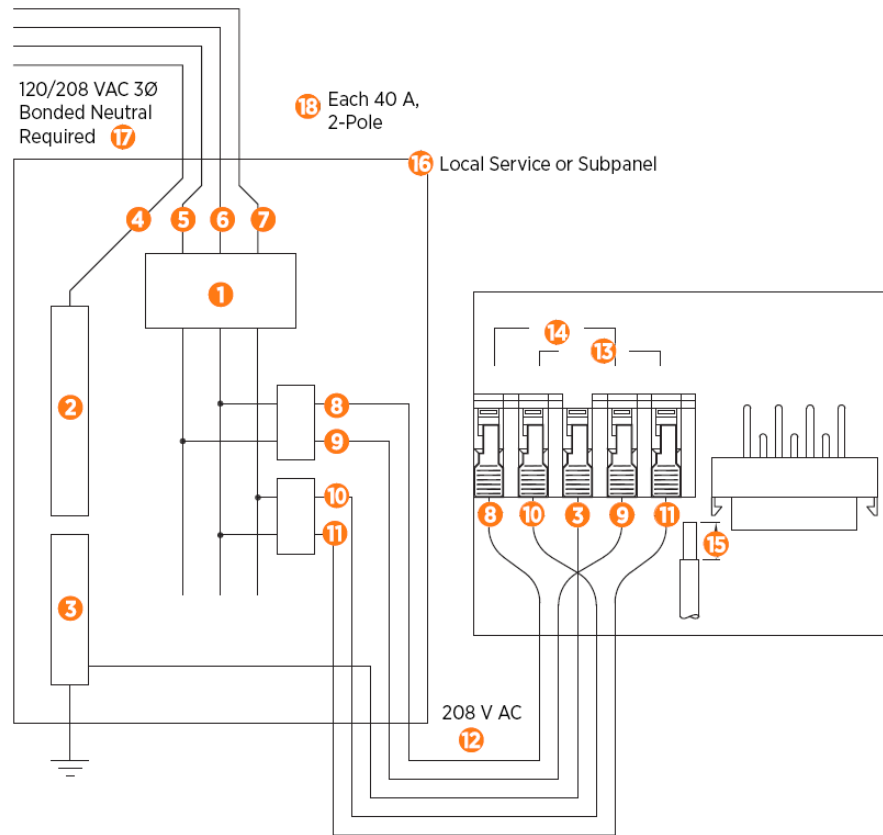
(16) Local Service
or Subpanel

(17) 120/208 V
AC 3Ø
Bonded Neutral Required

(18) Each 40 A, 2-Pole

Breaker may be connected to any two lines

Left and right refers to the left and right ports on the charging station.



Grounding Requirements

The CT4000 must be connected to a grounded, metal, permanent wiring system. An equipment- grounding conductor must be run with circuit conductors and connected to an equipment-grounding terminal or lead on the CT4000.

A grounding conductor that complies with applicable codes must be grounded to earth at the service equipment or, when supplied by a separate system, at the supply transformer.

Ensure that a grounding conductor that complies with all applicable codes is properly grounded to earth at the service equipment or, when supplied by a separate system, at the supply transformer.

The voltage of either line, relative to ground, must not fall below 80 volts or a Floating Line Connection error occurs. Because the voltage of either line relative to ground must not be allowed to fluctuate, use only center-grounded systems. Neutral is not used to power the station but must be properly connected to ground, at the panel or transformer, to provide the necessary voltage reference relative to ground.

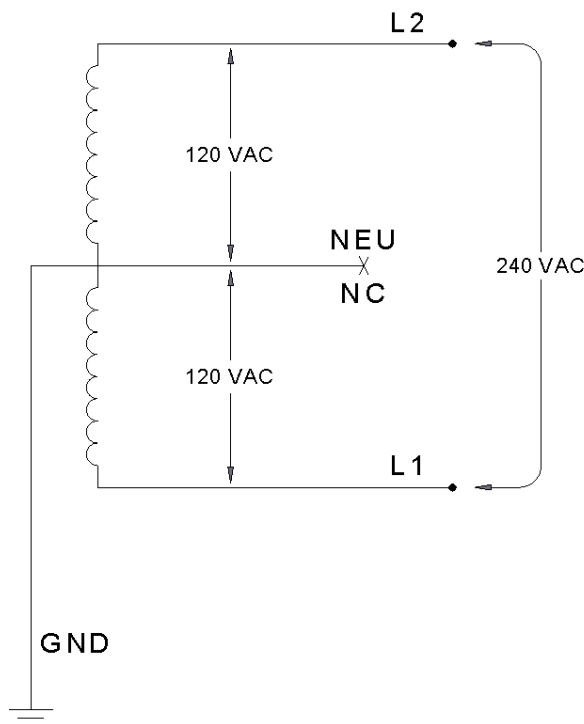
- In a Wye system, connect the station to any two lines, as shown.
- In a Delta system, connect the station to a center-tapped secondary only, where the center tap is bonded and the station is connected to the L1 and L3. This allows voltages to remain constant regardless of other loads that may be using the lines.

Connect to these Systems

To ensure proper operation and compatibility, connect the charging station only to the following electrical systems:

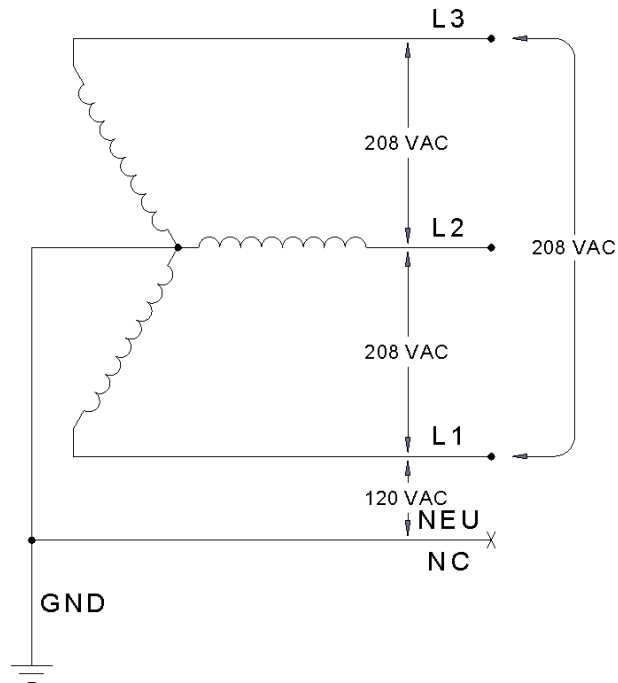
120/240 VAC

- 10 Bonded Neutral Station is connected to L1 and L2.
- Neutral is not used.



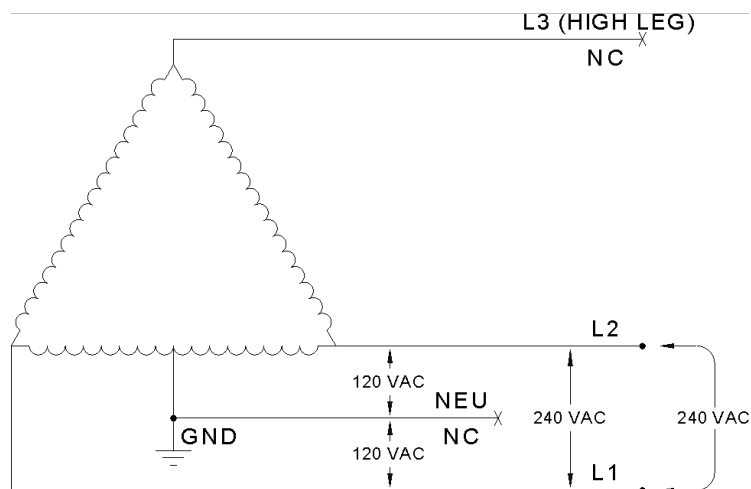
120/208 VAC

- 30 Wye Bonded Neutral Station may be connected to any two lines.
- Neutral is not used.



120/240 VAC, 30 Delta

- Center tap grounded
- Bonded neutral
- Station must be connected to L1 and L2 only
- Do not connect any part of the system to L3
- Neutral is not used
- **Not recommended for new construction**

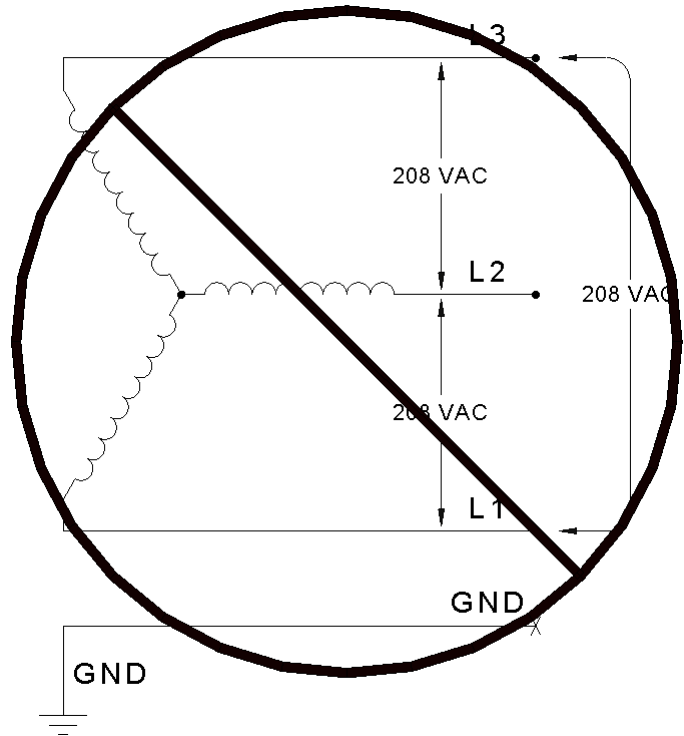


Do Not Connect to these Systems

To prevent equipment damage or malfunction, do not connect the charging station to the following electrical systems:

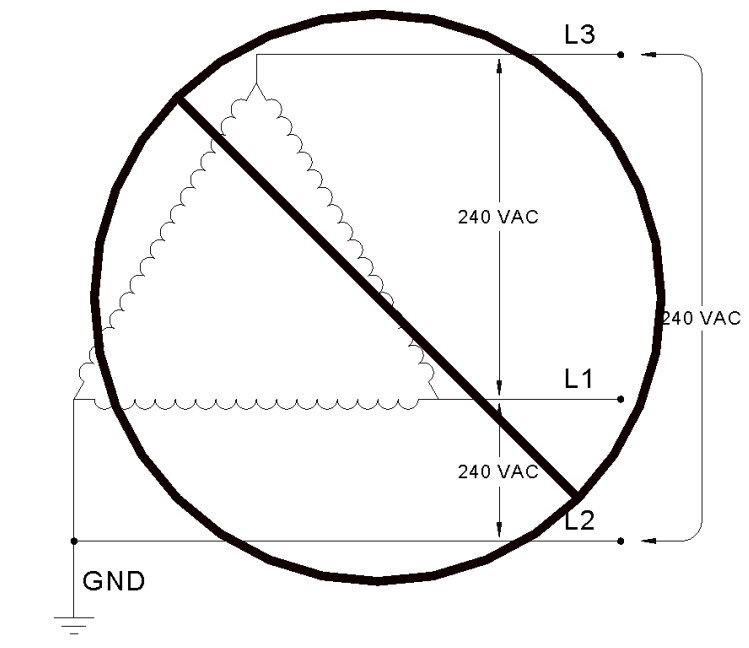
120/208 VAC 3-phase Wye

- Ungrounded Floating neutral
- Voltage of either line to ground is undetermined
- Neutral is not grounded



120/240 VAC 3-phase Delta, corner-grounded

- Voltage of any line is not 120 V nominal relative to ground
- Any system where the center point of the AC power source is not grounded.



Connectivity 4

A consistently strong cellular signal is needed before installers can activate the vehicle charging station. Weak or sporadic signal can affect crucial aspects of the charging station, including:

- Accuracy in reporting
- Ability for drivers to use the mobile app
- Ability for customer support to troubleshoot problems
- Support for advanced features such as Power Management or Waitlist

A strong signal is also required for the ChargePoint Assure maintenance and management programs.

ChargePoint stations use cellular data connections to reach ChargePoint Cloud Services. This allows secure, PCI-compliant data connections without requiring any other form of internet connectivity at an install site or imposing additional network management responsibilities on a site host.

Each station has its own cellular connection.

Signal Strength and Quality

You must use a cellular signal detection device (such as a Siretta Snyder LTE or equivalent) to take signal strength readings at the exact proposed mounting location of the charging station. If the charging station does not have its own cellular connection, take the signal strength reading at the proposed mounting location of the gateway station.

In North America, ChargePoint products all support LTE bands 2, 4, and 5. The most commonly supported carriers to check during site evaluation are:

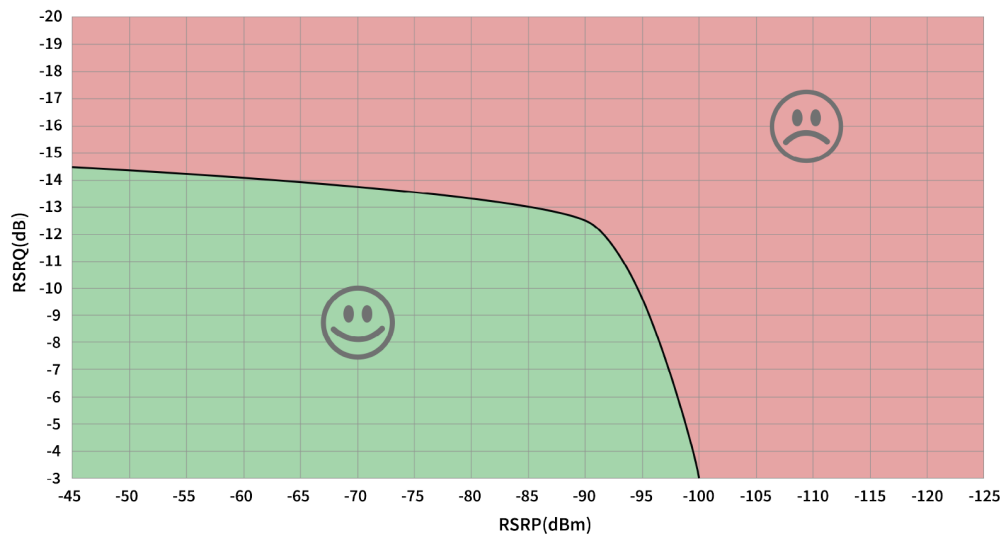
- US: AT&T, T-Mobile, and Verizon
- Canada: Rogers, Telus, and Bell

In Europe, ChargePoint products all support LTE bands 1, 3, 7, 8, and 20. 900 and 1800 MHz are also supported for 2G fallback. Partners vary by country.

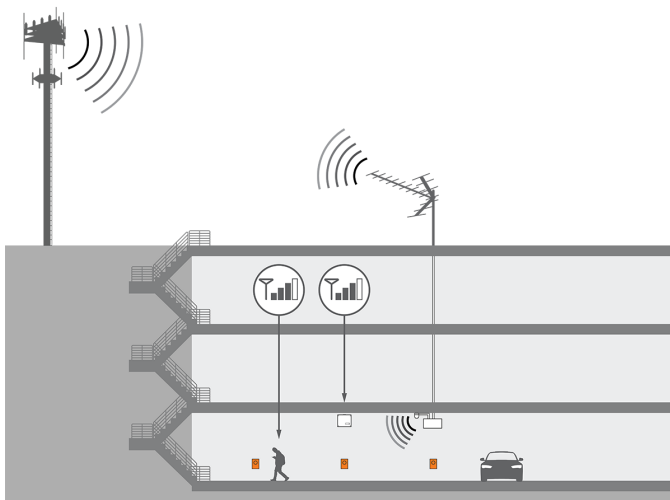
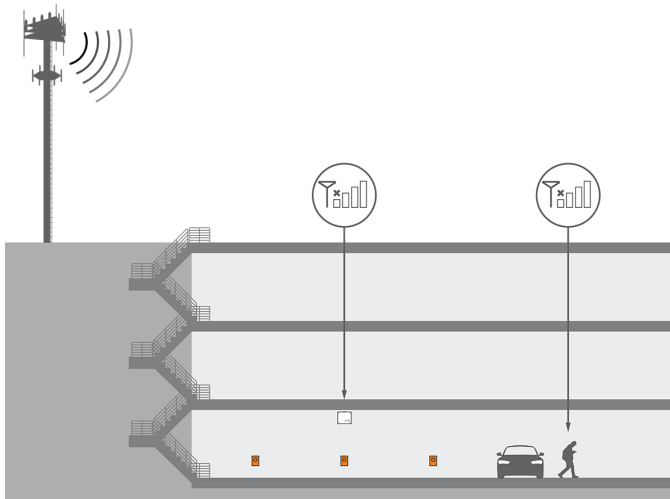
You must test the LTE signal strength at the proposed mounting location of every station and ensure the location meets the minimum RSRQ at -12.5 dB or better, for RSRP measured at -90 dBm or better. Refer to the graph for acceptable combinations.



NOTE: Cellular signal strength is measured in dBm, a logarithmic unit expressed as a negative number. Because dBm values are negative, a value closer to zero indicates a stronger signal. For example, -70 dBm represents a stronger signal than -85 dBm, while -90 dBm indicates a weaker signal than both.



If the signal strength is weaker than this, take cellular readings at the location where any cellular signal booster antennas will be installed. Ensure enough signal exists for that repeater model. Install repeaters to boost the strength of the cellular signals. Repeaters are often required when installing charging stations in an underground garage or enclosed parking structure.



For other regions, or if the site does not have strong signal on these bands, contact your ChargePoint representative for additional solutions.

ChargePoint strongly recommends a consultation with a cellular connectivity specialist before all installations. A consultation can verify:

- Service with a supported carrier on a supported LTE band
- Available signal and local noise levels on applicable bands
- Site changes to correctly meet your needs, both for station bandwidth and other phone coverage for customer or tenant satisfaction

Repeaters

Some sites require repeaters to ensure strong signal to all stations. If a repeater is required, look for a model with these features:

- Specifically LTE-compatible on the listed bands
- Multi-carrier
- Multi-band
- Not already dedicated to FirstNet or other first responder-specific networks
- Auto-gain recommended



NOTE: Do not rely on readings taken with a cell phone when conducting site surveys. Many signal boosters and network extenders may not be compatible with ChargePoint hardware, including certain types of Distributed Antenna Systems (DAS), micro/nano/pico/femto-cells, and carrier- or band-specific signal boosters.

Repeaters are not allowed in France. Contact the French service provider for more information.

Pedestal Mount 5

This topic describes the preparation of concrete to mount the CT4000 pedestal.

Concrete Preparation

The ChargePoint charging station pedestal mount can be installed either into new concrete or onto an existing concrete surface (on an intermediate floor only). The kit components you need to use, the tools required, and the installation steps vary depending on the type of installation: installation on new concrete or installation on existing concrete.



WARNING: Do not use expanding anchor bolts. Do not install the CT4000 on an asphalt surface.

Concrete Mount Kit

ChargePoint offers an optional CT4000 Concrete Mount Kit for purchase. The kit contains all parts needed to install the CT4000 pedestal mount into new or existing concrete.



NOTE: The Concrete Mount Kit contains 12 hex nuts and 9 galvanized washers. You need only 6 of each for installation on existing concrete pad.

	Kit Contents
1	9 galvanized washers
2	3 hot-dipped galvanized threaded bolts
3	1 plastic bolt installation template
4	12 hex nuts
5	CT4000 installation template with Cable Management Kit footprint

Installation into New Concrete

Before casting new concrete, review the site for suitability to install a CT4000. The CT4000 requires space behind the power stub-up for the Cable Management Kit (CMK). To ensure adequate clearance, refer to the illustrations below and to the CT4000 Installation Template (75-001094-01) included in the Concrete Mount Kit.



NOTE: If the original copy of the installation template is lost, a new one can be printed at: https://docs.chargepoint.com/ref-docs-sec/content/pdfs/2-ac/ct4000/ct4000_anchor_bolt_pattern_template.pdf. Ensure the PDF version of the mounting template is accurate by printing at 100% scale on 11 inch x 17 inch paper ("Tabloid" or "B-Size") and verifying at least one dimension.

Ensure compliance with all applicable local codes. Modify these instructions as necessary to align with the codes in effect at your installation location.

- The concrete block must measure at least 600 mm (2 ft) on all sides.
- The bolt threads must extend 75 mm (3 in) above the concrete.
- The conduit must extend 300 to 600 mm (12 to 24 in) above the concrete.

Installation Instructions

To install the pedestal mounting bolts, follow the steps below:

1. Install two nuts, with two washers captured between them, onto each of the three bolts. Lock them together so the lower end of the upper nut is located 150 to 160 mm (6 to 6.25 in) from one end of the bolt. This sets the length of the exposed threads.
2. Place the plastic bolt installation template over the three bolts. This ensures the relative position of the bolts and that the flange of the pole fits over the bolts.
3. On the opposite end of each bolt, install a nut, a washer, and a nut. Lock the two nuts together so that the lower nut aligns to the bottom of the bolt. This provides retention for the bolt in the concrete.
4. Immediately after pouring the concrete, push the bolts into the concrete 150 mm (6 in) deep.
 - Ensure correct alignment, with the two bolts facing forward and the third bolt to the rear.
 - Ensure that the top 75 mm (3 in) of the bolts remains exposed.
 - Use a bubble level to ensure the bolts are plumb.

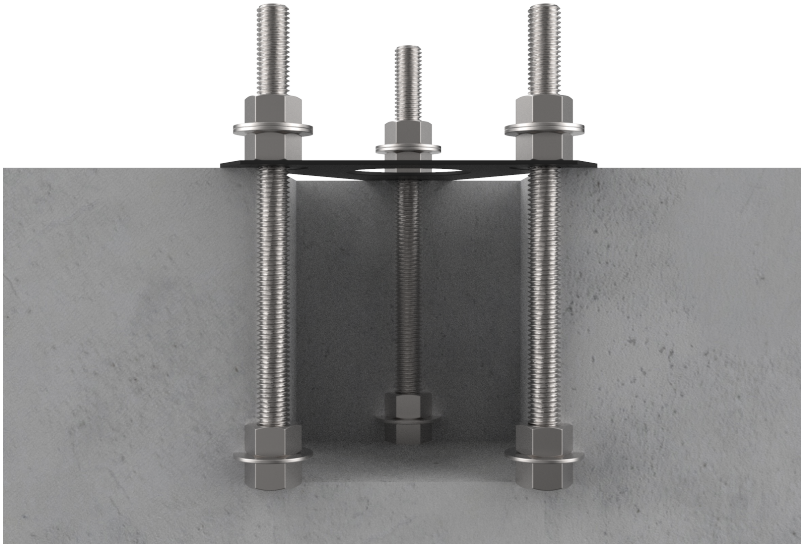




IMPORTANT: Rotate the bolts as you insert them. This allows the epoxy to fully coat the threads of the bolts, reducing the amount of trapped air.



NOTE: The plastic bolt installation template can be left in place.



5. When the concrete is fully set, remove the upper nuts and the washers to install the pedestal's mounting post.

You are now ready to install the CT4000 pedestal mount charging station.

Installing on Existing Concrete

Review the site for suitability to install a CT4000. The CT4000 requires space behind the power stub-up for the Cable Management Kit (CMK). To ensure adequate clearance, refer to the CT4000 Installation Template (75-001094-01) included in the installation kit.

Minimum Requirements

Ensure compliance with all applicable local codes. Modify these instructions as necessary to align with the codes in effect at your installation location.

Review the dimensions of the existing concrete slab. To safely mount a CT4000 charging station, the concrete must be at least 150 mm (6 in) thick. At this thickness, all of the CT4000 mounting bolts must be positioned at least 380 mm (15 in) from the front edge, at least 300 mm (12 in) from the side edges, and at least 150 mm (6 in) from the rear edge of the concrete slab.

If an existing charging station is already in place at the installation site, turn off all power to the station and disassemble according to the original manufacturer's instructions. Cut away any existing bolts or non-power conduit stub-up to ground level. You may need to plug cut-away conduits at the slab end and disconnect wiring at the other end.

Tools Required

Electric hammer drill with 12 mm (0.5 in) or larger chuck.

Consumables Required

The following table lists and describes consumable items that you will need. The quantity listed in the table is based on installation of one charging station.



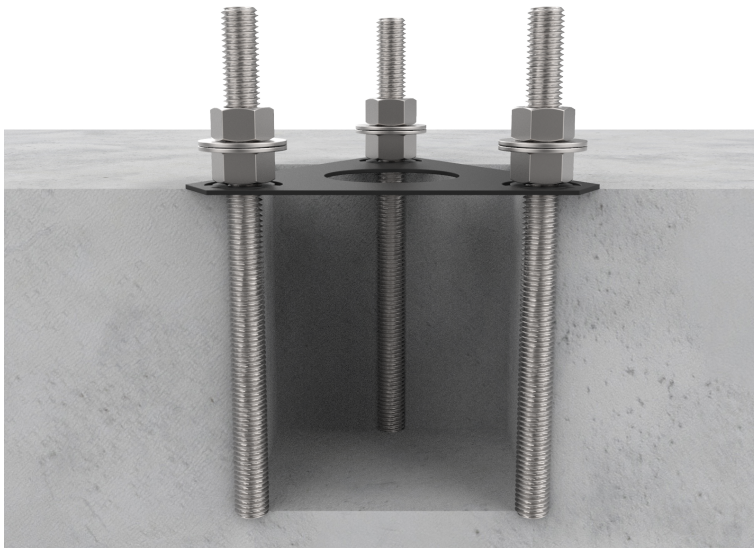
NOTE: The consumption rate of these products varies depending on conditions at the installation site.

Quantity	Description	Purpose
1	Epoxy adhesive for concrete such as Hilti RE-500.	Fill drilled holes.
1	Electrical cleaning and maintenance aerosol, any angle spray duster, 235 ml (8 oz)	Clean drilled holes. Note: Compressed air will work.
1	Slow spiral round-shank masonry drill bit, 25 mm (1 in) diameter, 12.5 mm (0.5 in) shank, 255 mm (10 in) drill depth, 300 mm (12 in) length overall	Drill 25 mm (1 in) holes in concrete. Note: The holes must be at least 150 mm (6 in) deep.

Quantity	Description	Purpose
1	Drill bit for concrete embedded rebar, round 25 mm (1 in) bit size, 12.5 mm (0.5 in) shank diameter, 300 mm (12 in) length overall	Drill 25 mm (1 in) hole through rebar.
1	Nylon loop handle brush, 25 mm (1 in) brush diameter, 75 mm (3 in) length brush, 215 mm (8.5 in) length overall	Clean drilled holes.
3	Push-on round cap, fits 16 mm (5/8 in) - 17.5 mm (11/16 in) OD, 1/2 in inside height	Keeps the epoxy inside the drilled holes in situations where the slab is only 150 mm (6 in) deep.

Installation Instructions

1. Install two nuts, with two washers captured between them. Lock them together so the lower end of the upper nut is located 150 to 160 mm (6 to 6.25 in) from the bottom of the bolt. This sets the length of the exposed threads.
2. Place the plastic bolt installation template to mark the hole locations.
3. Remove the template and drill three 25 mm (1 in) diameter holes 150 mm (6 in) deep into the concrete.
 - When locating the template, consider the charging station's total footprint.
 - It is important that the bolts are parallel after installation. Ensure the drill holes are plumb by using a level to check the angle of the drill after drilling 25 to 38 mm (1 to 1.5 in).
 - If installing over existing buried conduit, position the center of the template around the conduit stub-up.
 - You may need two drill bits: one for the concrete (with the pilot) and another for the rebar (without the pilot). Always start the hole using the standard drill bit, then switch to the rebar drill bit only if drilling through rebar.



4. Remove all dust from inside the drilled holes using compressed air, a vacuum, and/or a brush.
5. If the concrete slab is only 150 mm (6 in) deep, insert a plug (such as McMaster product #9753K56) in each hole to keep the epoxy in place until it hardens. Place the plug over the long end of a bolt and then use the bolt to push the plug to the bottom of the hole.

6. Fill each hole with epoxy to about 65 to 75 mm (2.5 to 3 in) below the top. Continue immediately to the next step because the epoxy sets quickly.



NOTE: Inserting the threaded bolts displaces the epoxy, causing it to fill the holes to the grade level. If the epoxy is below grade level after the next step, add more epoxy.

7. Place the plastic concrete bolt installation template over the holes. This ensures the relative position of the bolts and that the flange of the pole fits over the bolts.
8. Insert the bolts through the template, into the holes.

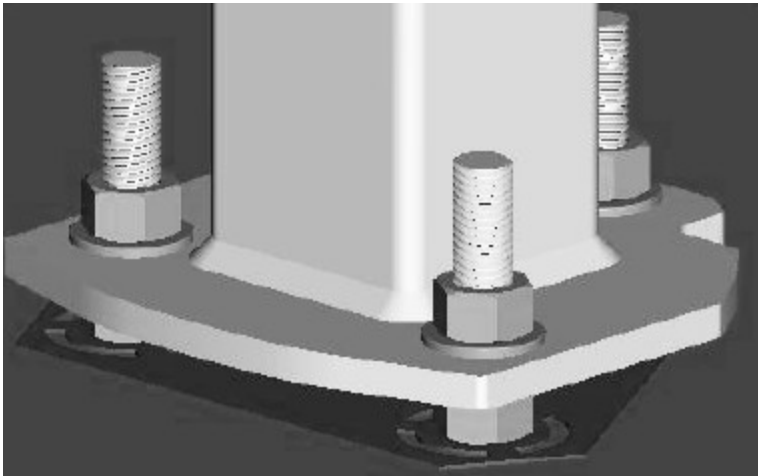


IMPORTANT: Rotate the bolts as you insert them. This allows the epoxy to fully coat the threads of the bolts, reducing the amount of trapped air.



NOTE: The installation template can be left in place.

9. If needed, top the holes with epoxy to grade level.
10. Use a bubble level to ensure the bolts are plumb.



11. Allow the epoxy to cure (depending on cure times recommended by the epoxy manufacturer) before removing the top nuts and washers.
12. Allow the epoxy to fully cure (depending on cure times recommended by the epoxy manufacturer) before applying torque to the nuts.

You are now ready to install the CT4000 pedestal mount charging station.