

STATE OF MAINE
GOVERNOR'S ENERGY OFFICE

REQUEST FOR INFORMATION

RFI#201608160

**DEPLOYMENT OF QUEBEC-MAINE ELECTRIC VEHICLE
CHARGING CORRIDOR**

RFI Coordinator: Lisa Smith, Senior Planner

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This RFI is non-binding, for the State and all interested parties, and no contract award will be made as a result of the RFI process. This document is for market research purposes only. All contact with the State regarding this RFI must be made through the aforementioned RFI Coordinator. No other person/State employee is empowered to make statements regarding this RFI.

Responses Due Date: Wednesday, September 7, 2016, 2:00 p.m. local time

Responses are to be submitted to:

lisa.j.smith@maine.gov

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PUBLIC NOTICE

**State of Maine
Governor's Energy Office
RFI#201608160
Deployment of Québec-Maine Electric Vehicle Charging Corridor**

The Governor's Energy Office, on behalf of the Québec-Maine EV Task Force, seeks information regarding the deployment and operation of an electric vehicle charging corridor between the Province of Québec and Southern Maine, including but not limited to information that may guide optimal design, purchase, installation, operation, maintenance, and ultimate use of the facilities.

Thus, the Governor's Energy Office is hereby announcing the publication of a Request for Information (RFI) #201608160 regarding the aforementioned electric vehicle charging corridor.

A copy of the RFI can be obtained by contacting the Department's RFI Coordinator for this project: Lisa J. Smith, Senior Planner. The RFI Coordinator can be reached at the following email address: lisa.j.smith@maine.gov. The Department encourages all interested parties to obtain a copy of the RFI and submit a response.

Responses must be submitted to: lisa.j.smith@maine.gov and be submitted by 2:00 pm, local time, on Wednesday, September 7, 2016.

State of Maine – Governor’s Energy Office
RFI#201608160
Deployment of Québec-Maine Electric Vehicle Charging Corridor

PART I INTRODUCTION

A. Definitions and Abbreviations

The following are definitions for the stated terms and acronyms as they relate to this Request for Information:

DCFC: Direct Current Fast Charging

EV: Electric Vehicle

PEV: Plug in Electric Vehicle

RFI: Request for Information

RFP: Request for Proposal

FOAA: Maine Freedom of Access Act

Respondent: Any individual or organization submitting a response to this RFI.

B. Purpose and Background

This Request for Information (RFI) is an information gathering and market research tool, not a formal solicitation of a specific requirement (such as in a “Request for Proposals” document). The Governor’s Energy Office (“Department”), on behalf of the Québec-Maine EV Task Force, is seeking information regarding planning and deployment of electric vehicle charging infrastructure from interested parties as defined in this RFI document. This is an opportunity for interested parties to help the Department better understand the electric vehicle charging infrastructure marketplace; acquire up-to-date knowledge of existing infrastructure in the vicinity of the proposed corridor; and become informed regarding potential public-private partnerships for final deployment.

C. General Provisions

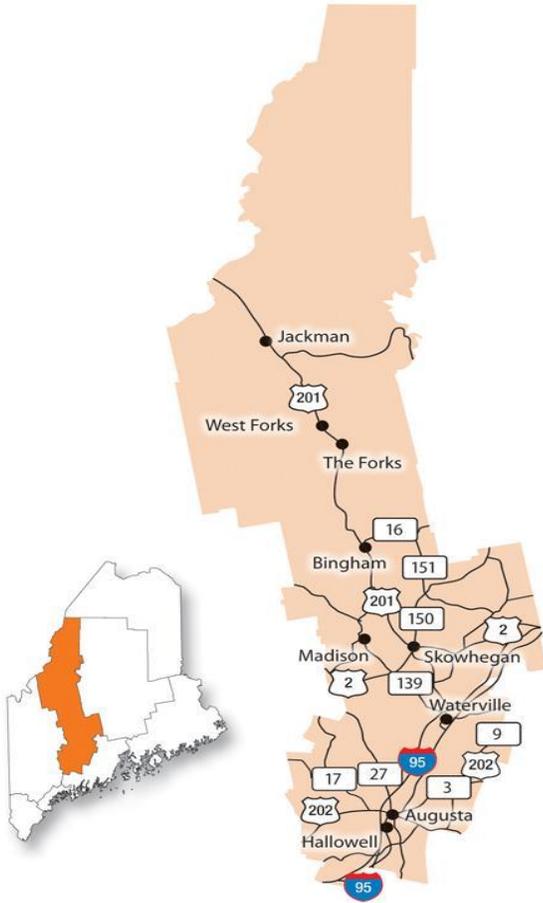
1. This is a non-binding Request for Information (RFI). Therefore, no award shall be made as a result of the RFI process.
2. Issuance of this RFI does not commit the Department to pay any expenses incurred by a Respondent in the preparation of their response to this RFI. This includes attendance at personal interviews or other meetings and software or system demonstrations, where applicable.
3. Issuance of this RFI in no way constitutes a commitment by the State of Maine to issue a Request for Proposal (RFP).
4. All responses should adhere to the instructions and format requests outlined in this RFI and all written supplements and amendments, such as the Summary of Questions and Answers, issued by the Department.
5. All submissions in response to this RFI will be considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA) (1 M.R.S. §§ 401 et seq.).

6. The Department, at its sole discretion, reserves the right to recognize and waive minor informalities and irregularities found in responses received by vendors in response to this RFI.
7. All applicable laws, whether or not herein contained, shall be included by this reference. It shall be Proposer's/Vendor's responsibility to determine the applicability and requirements of any such laws and to abide by them.

PART II INFORMATION SOUGHT

The Department, on behalf of the Québec-Maine EV Task Force, seeks information regarding the planning and deployment of an electric vehicle charging corridor between the province of Québec and Southern Maine. The information obtained through this RFI will define the specifications for a future RFP to establish the corridor.

The Québec-Maine EV Task Force has defined some preliminary parameters for an EV corridor. The proposed route is illustrated on the map to the left. The route will start at the Québec border (Rte. 201), pass through Skowhegan and Waterville, connect with Interstate 95, and follow I95 through to the southern part of the state of Maine. Initial considerations include the following: highly visible, DCFC infrastructure deployed at intervals of 50-70 miles along the length of the corridor; infrastructure which is compatible with all types of electric vehicles; payment system(s) that are accessible by both Canadian and US vehicle operators; and, a charging network in which interoperability and reliability are paramount. Therefore, the Department, on behalf of the Québec-Maine EV Task Force, seeks information on any or all of the following:



- 1) Are the specifications described above sufficient to meet the EV Task Force goals of interoperability, accessibility, and reliability? If not, what changes should be made (e.g., distance between stations, proximity to corridor; choice of DCFC technology)? Should there be minimum requirements in the infrastructure to ensure interoperability?
- 2) Should the Department seek a vendor to oversee the entire project, including selection and installation of system components, or simply provide cost-share for any company installing electric vehicle charging infrastructure along this corridor? Could there be a combination of both options?
- 3) What should the Department and Task Force take into consideration when determining individual sites (e.g., cost, ownership, visibility, accessibility)? Should this initiative try to leverage potential hosts to purchase electric vehicles for use by their organization or others? Should that be a factor in the evaluation between competing host sites?
- 4) What should be the minimum/ideal technological specifications, such as DCFC, level 2, or both; number of chargers per station; reliability and speed of technology?
- 5) What are the pros and cons of the various hardware options and operational/maintenance models and technologies?
- 6) What are the various ownership models being used in other locations, and what are the pros and cons of each?
- 7) Are there organizations/municipalities/businesses who would be interested in partnering with the state on this project? What might that partnership look like? Examples include, but are not limited to, additional infrastructure at charging locations; promotion of corridor; ongoing operations and

maintenance; private or municipal ownership once completed. The form of local participation may be the subject of a future RFP.

- 8) How have other similar projects successfully promoted the existence and use of the facilities once installed?
- 9) Should data on the usage of the future charging infrastructure be collected? Are there privacy concerns related to the collection of data?
- 10) Please provide any additional information that may guide optimal design, purchase, installation, operation, maintenance, and ultimate use of the facilities.

PART III KEY RFI EVENTS

A. Timeline of Key RFI Events

Event Name	Event Date and Time
Due Date for Responses	September 7, 2016 at 2:00pm, local time

B. Submitting the Response

1. Responses Due

Responses must be received no later than the date and time listed in the timeline above.

2. Delivery Instructions

Responses must be submitted to the RFI Coordinator, via e-mail, listed on the cover page of this RFI document.

PART IV SUBMISSION REQUIREMENTS

This section contains instructions for Respondents to use in preparing their responses. It is requested that all responses follow the outline suggested below, including the numbering, section, and sub-section headings as they appear here. The Department seeks detailed yet succinct responses that demonstrate the Respondent's experience and familiarity with the subject matter. **As this is not a competitive RFP process, Respondents should not provide any specific cost or customized pricing documentation in their response.**

A. Response Format

1. For clarity, the response should be typed or printed. Responses should be single-spaced with 1" margins on white 8 ½" x 11" paper using a font no smaller than 12 point Times New Roman or similar.
2. All pages should be numbered consecutively beginning with number 1 on the first page of the narrative (this does not include the cover page or table of contents pages) through to the end, including all forms and attachments. For clarity, the Respondent's name should appear on every page, including Attachments. Each Attachment should reference the section or subsection number to which it corresponds.
3. Respondents are asked to be brief and to respond to each question and instruction listed in the "Submission Requirements" section of this RFI. Number each response to correspond to the relevant question or instruction of the RFI.
4. Please provide all information requested in the RFI package at the time of submission.

B. Response Contents

Section I. Organization

The Department seeks input from all parties/organizations interested in the deployment of EV charging infrastructure. Brief responses to the eight items below will provide the Department with your interest in the corridor and experience/expertise in the planning, purchase, and installation of charging infrastructure, as well as potential for participation in and use of infrastructure.

1. Complete Appendix A, cover page
2. Provide Respondent's location(s)
3. Provide a brief description of Respondent's main products/services
4. Provide a brief description of years in business
5. Provide a description of the management structure
6. Describe any licensure required for any services described in the "Information Sought" section.
7. Provide clients that are using comparable products or services (including contact information).
8. Describe skills pertinent to the specific work described in the RFI.

Section II. Response to Information Sought

Discuss the "Information Sought" section referenced above in Part II of this RFI and what the Respondent offers related to the goods or services described. Please respond to any or all questions in this section, and give particular attention to describing the methods and resources necessary to accomplish the tasks

involved. As stated above, please do not include **specific** cost or customized pricing information (industry estimates would be useful guidance to the Department).

Section III. Required Attachments

The Department does not require any specific attachments to be presented in response to this RFI. Attachments and/or links to applicable statutes, websites or other useful information can be included as part of the responses to questions listed in Part II of this RFI.

PART V REVIEW OF RESPONSES RECEIVED

General Information

1. The Department will review responses received for the purpose of gathering information and market research. The Department will not score or rate responses received.
2. The Department reserves the right to communicate and/or schedule interviews/presentations with Respondents, if needed, to obtain clarification of information contained in the responses received.

PART VI APPENDICES

Appendix A

**STATE OF MAINE
GOVERNOR'S ENERGY OFFICE**

RESPONSE COVER PAGE

RFI#201608160

**DEPLOYMENT OF QUEBEC-MAINE ELECTRIC VEHICLE
CHARGING CORRIDOR**

Lead Point of Contact for Response - Name/Title:	
Respondent's Organization Name (if applicable):	
Tel:	Fax:
E-Mail:	Website (if applicable):
Street Address:	
City/State/Zip:	