



INDOT Electric Vehicle Infrastructure Program

Preparing for the Request for Proposal (RFP)

June 20, 2023



Introductions

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■ Speakers:

- Scott Manning, INDOT
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- Chris Serak, INDOT
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- Sean Howard, INDOT
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■ Q&A:

- Crystal Weaver, INDOT
 - Prequalification Engineer and Committee Secretary
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- Nicolette Mendenhall, INDOT
 - Attorney (Contracts)
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AGENDA

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- RFP Schedule and Logistics
- NEVI Program Overview and Key Requirements
- Indiana's EV Implementation Plan
- RFP Overview:
 - Format
 - Prequalification
 - Evaluation Criteria
 - Equity and DBE
- Award and Contracting
- Next Steps
- Q&A



RFP Schedule and Logistics

INDOT Electric Vehicle Infrastructure Plan



Key Dates – UPDATED!

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Milestone	Date
Public comments due	6/18/23
Pre-proposal webinar	6/20/23
NEW: XBE Networking Event	Mid-July
RFP Release (no later than)	7/21/23
Questions Due	8/4/23
Responses to Questions	8/11/23
PROPOSALS DUE	9/13/23
Selection	December 2023
Contingent Award(s)	January 2023
Final Award(s)	TBD



Submission Logistics

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- Online portal submission through SharePoint:
 - Link will be available on INDOT NEVI web page: <https://www.in.gov/indot/current-programs/innovative-programs/electric-vehicle-charging-infrastructure-network/>
- Portal will contain:
 - Public page with:
 - General RFP information (RFP and all attachments)
 - Public comments
 - Q&A
 - Private page for each proposer to upload required files
- Submitters provided guest access to enable log in and submission
- For each company, please email nevi@indot.in.gov with the following information to ensure you receive access:
 - Company name
 - Individual submitter's name, telephone and email address.
 - **PLEASE SUBMIT BY JULY 20, 2023 to ensure access prior to RFP release.**



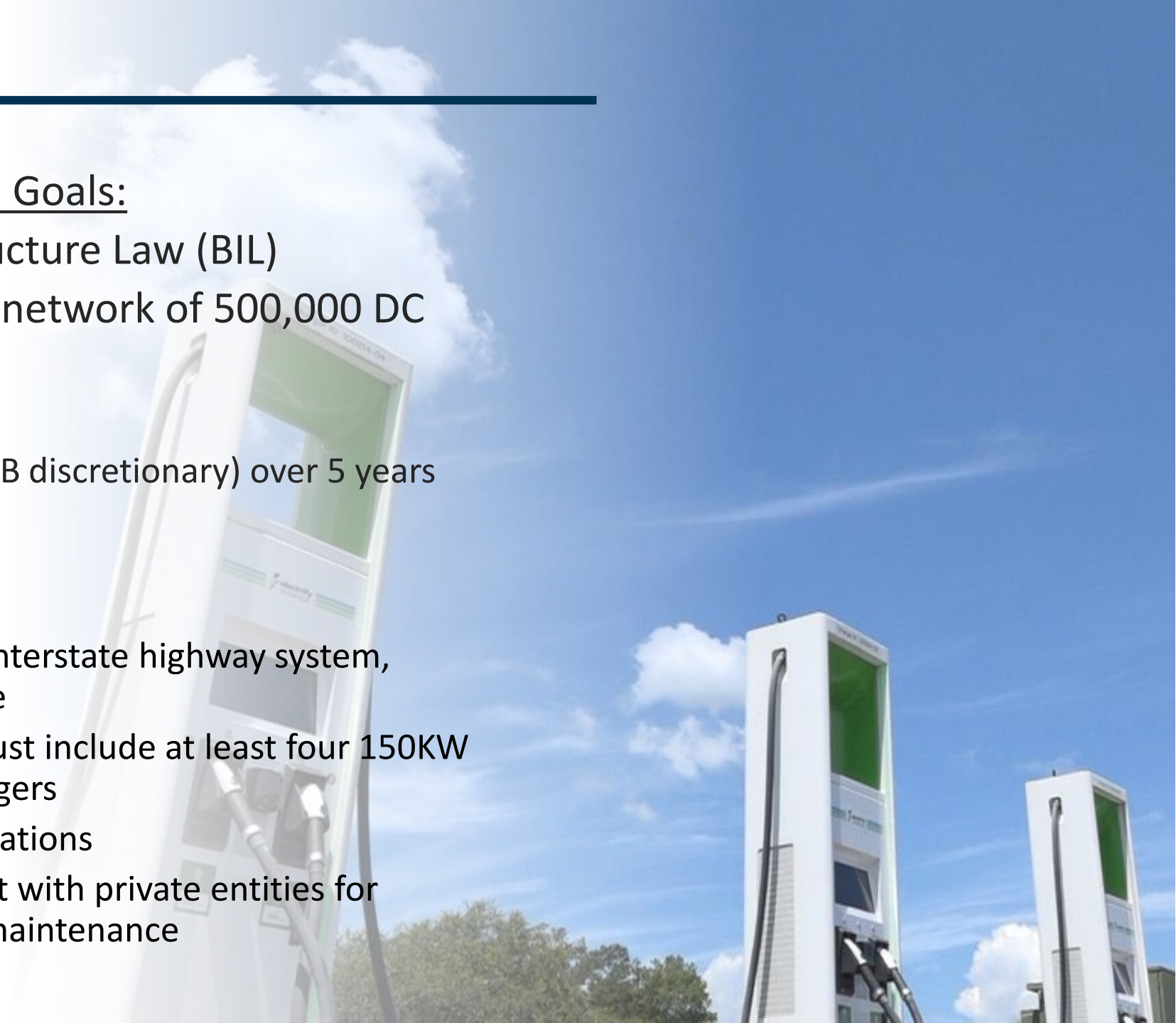
NEVI Program Key Requirements

INDOT Electric Vehicle Infrastructure Plan



Key Requirements

- NEVI Program Overview and Goals:
 - 2021 Bipartisan Infrastructure Law (BIL)
 - Goal: create nationwide network of 500,000 DC Fast chargers by 2030
 - Funding:
 - \$7.5B (\$5B formula, \$2.5B discretionary) over 5 years
 - **Indiana = \$99,605,738**
- Key Requirements:
 - Every 50 miles along State's interstate highway system, within 1 mile of the Interstate
 - EV charging infrastructure must include at least four 150KW Direct Current (DC) Fast Chargers
 - Rest areas are not eligible locations
 - States are allowed to contract with private entities for installation, operations and maintenance

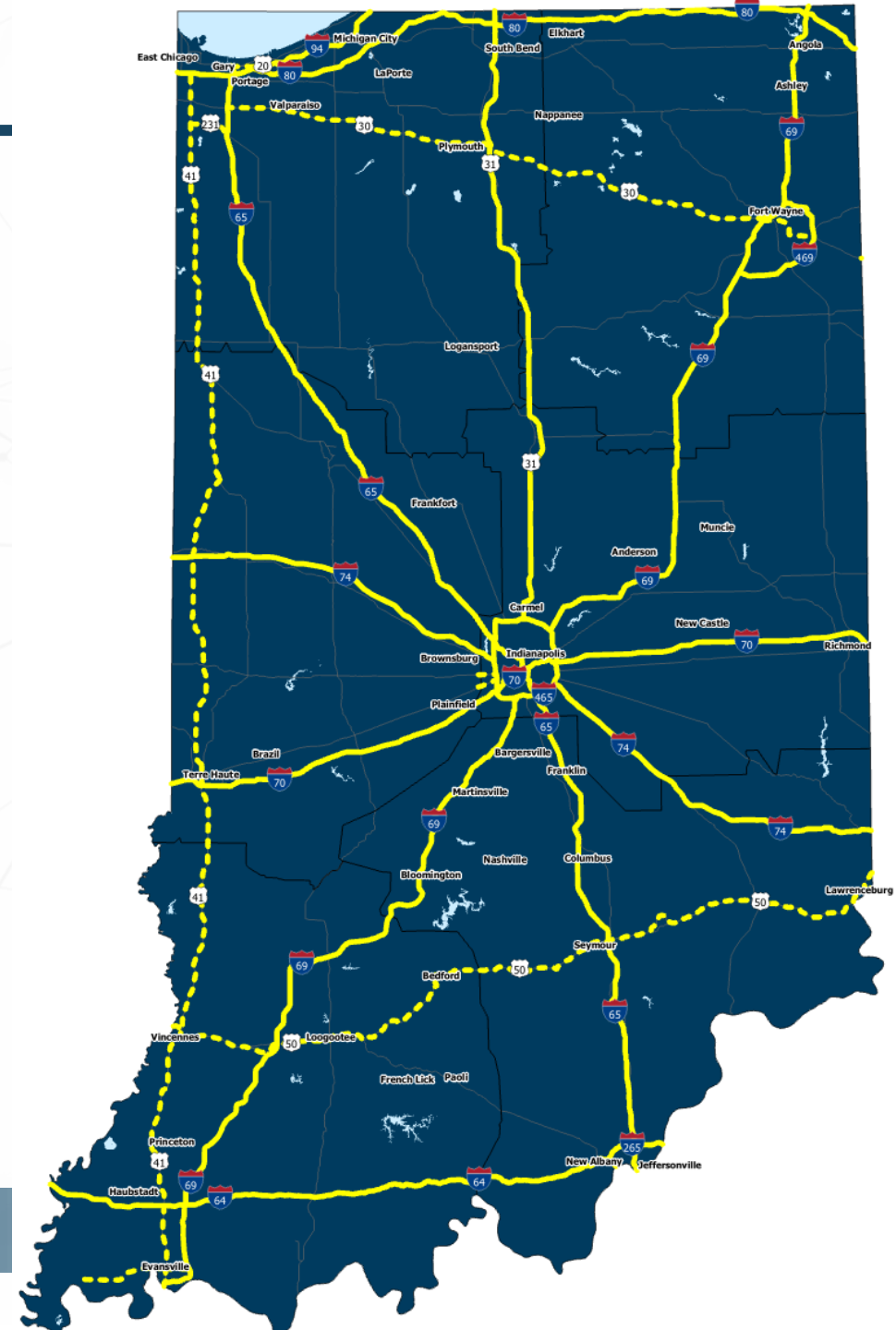


Indiana Alternative Fuel Corridors

- Designated AFCs:
 - All interstates
 - US 31
 - I-469
 - I-265
- Round 7 (DUE JUNE 21st):
 - US 30
 - US 41/SR 63
 - US 36/US 40
 - SR 930
 - US 50
 - SR 62 & SR 66 (Lloyd Expressway)



INDOT Electric Vehicle Infrastructure Plan



Indiana's Candidate Charging Locations

INDOT Electric Vehicle Infrastructure Plan



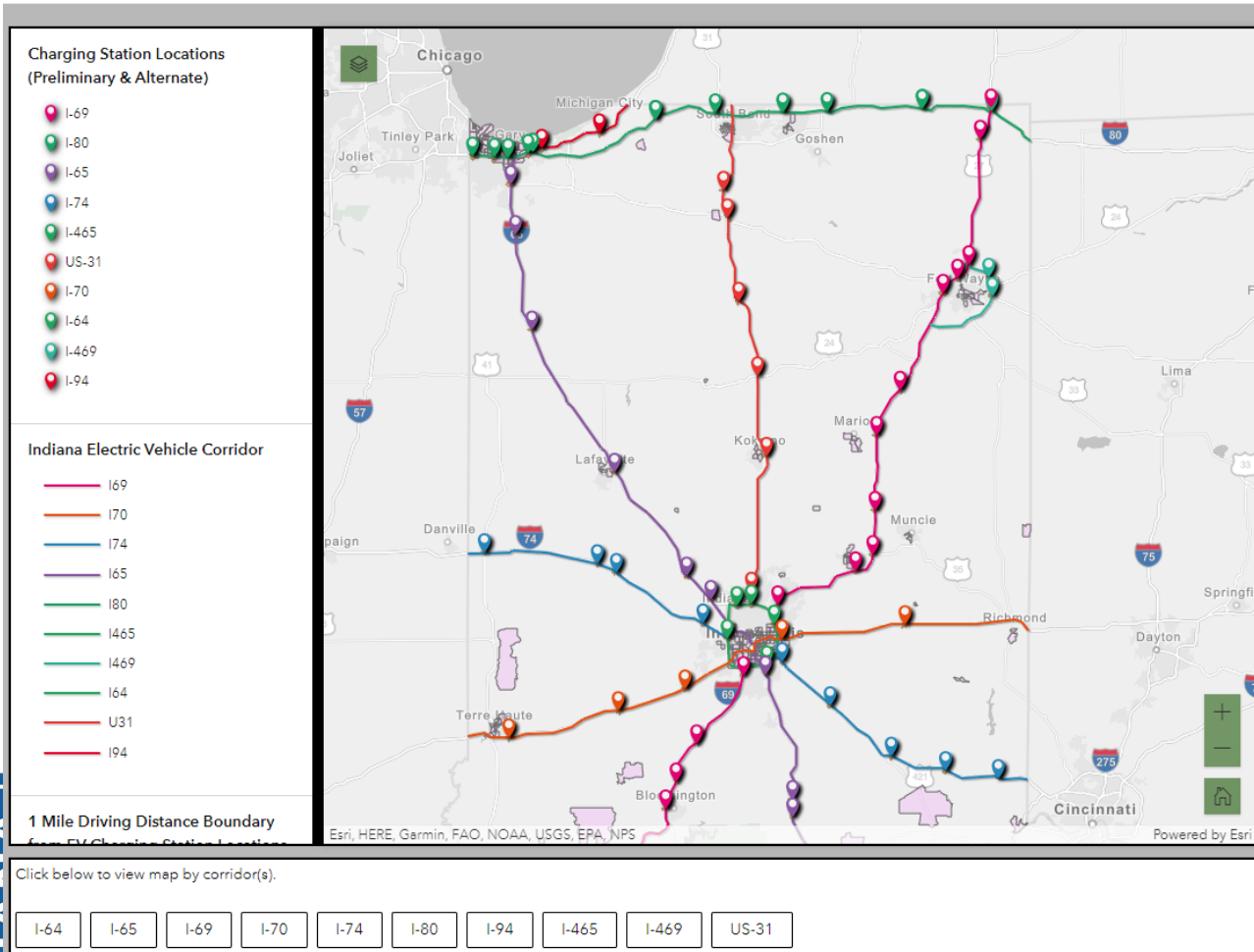
Public comments by site



INDOT NEVI Electric Vehicle Infrastructure Plan



Public Feedback
NEVI Registry



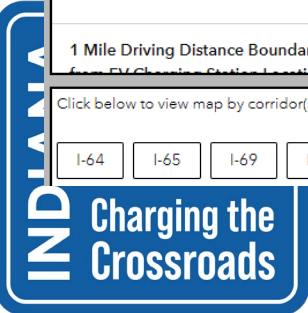
Buttons for navigation and feedback:

- About INDOT-NEVI
- Tutorial
- General Feedback
- INDOT NEVI Registry

Select a pin on the map to learn more and provide your feedback.

Links and instructions for public feedback:

- <https://www.in.gov/indot/current-programs/innovative-programs/electric-vehicle-charging-infrastructure-network/>
- “Deployment Plan and Maps” -> “Interactive Map”
- <https://experience.arcgis.com/experience/20dc3f35bc0642458e5cf31deb2aa8ab/?views=Splash-2---background>



INDOT NEVI Survey

Name*

Email Address*

Phone Number

Add Company Name (Optional)

Please select type of stakeholder*

EVSE Vendor

Utility Provider

Private Site Host

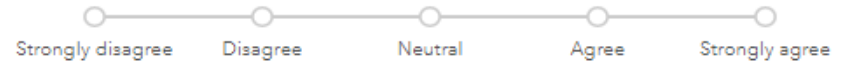
Public Site Host

City/Municipality

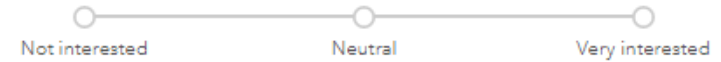
MPO

Other

Please indicate favorability of this interchange*



Please indicate interest in this interchange*



General comment

Please leave your comments about this location.

1000

Please check here if you are willing to publicly share your information with other interested parties.

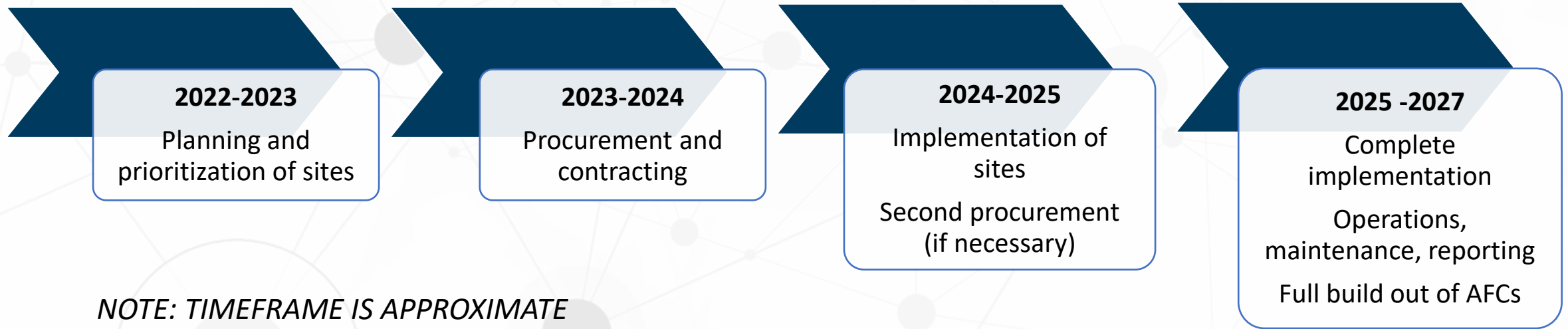
The information shared in the survey above will be included in a publicly accessible document. This will build a vendor registry that encourages networking and collaboration to help facilitate EV infrastructure projects funded under the NEVI program. The registry is a living document that can be used to connect with interested parties ahead of a request for proposal (RFP).

Check to share information

Submit



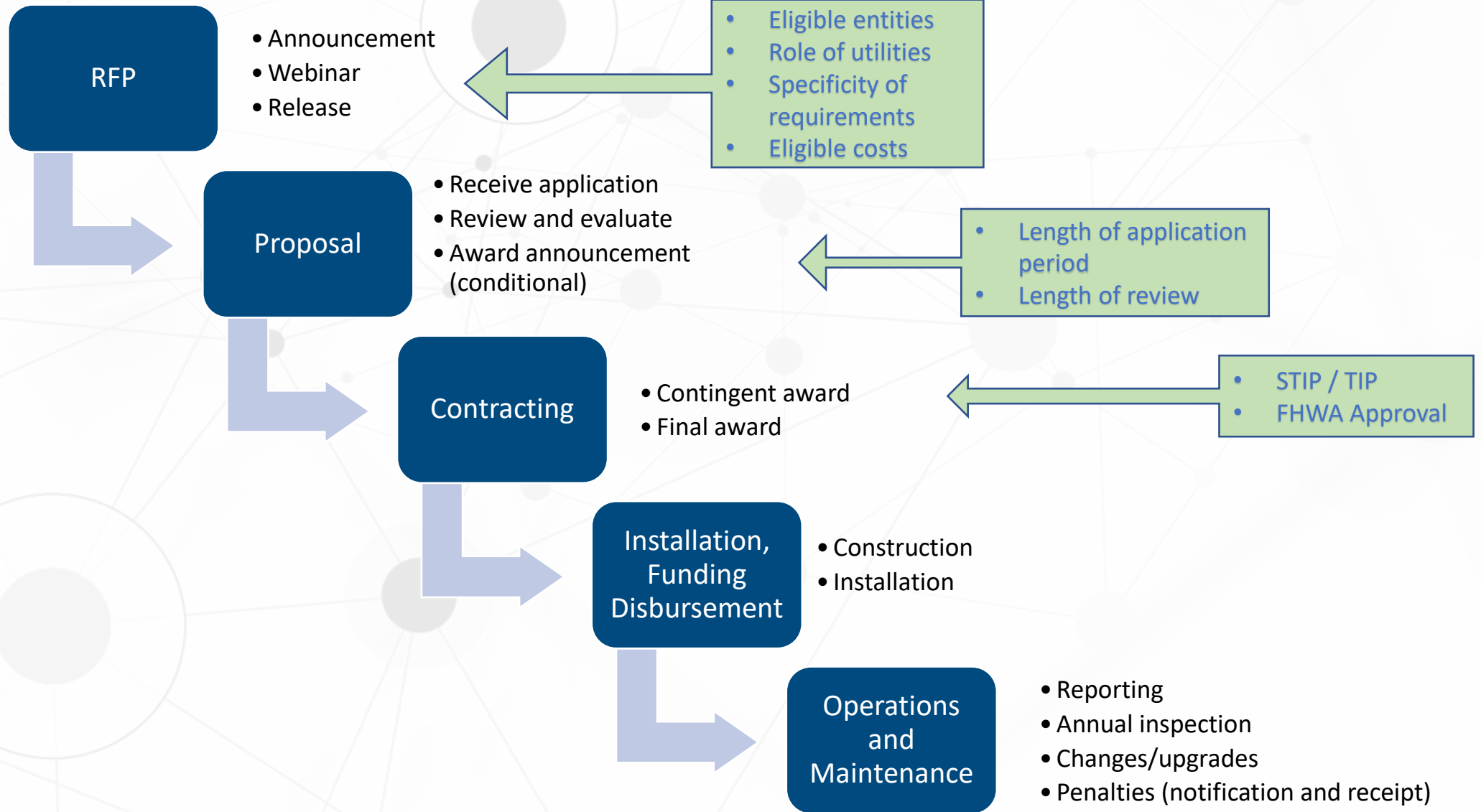
Implementation Timeframe



NOTE: TIMEFRAME IS APPROXIMATE



Process: Inputs and Milestones



INDOT Procurement Goals

- Multiple awards
- Procure as many sites as possible
 - Achieve full build out of currently approved AFCs
 - RFP will not include Round 7 nominated corridors
- Qualifications-based selection
- Two-step contracting process



RFP Overview

INDOT Electric Vehicle Infrastructure Plan



Proposal Format



Part A: Administrative:

- Checklist
- Compliance with NEVI program requirements:
<https://www.federalregister.gov/documents/2023/02/28/2023-03500/national-electric-vehicle-infrastructure-standards-and-requirements>
- INDOT prequalification

Part B: Experience:

- Experience
- Qualifications
- Technical approach
- Cost information

Part C: Site Proposal:

- Site information
- Site schematic
- Site readiness
- Future proofing
- Equity, workforce and economic development



Pass/Fail

One per proposer

250 Points Possible

One per proposer

250 Points Possible

One per site

Items above minimum requirements are considered commitments



Appendices

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■ For submittal:

- Proposal Checklist
- Minimum NEVI Program Requirements
- Templates:
 - Part A
 - Part B
 - Part C
- Utility Form and Contact Information
 - Does not count toward page limit

■ For Reference:

- Site List and Map
- Prequalification Information
 - *Although proposers MUST have initiated the prequalification process at the time of submittal*
- Scoring Rubric Detail
- Draft Contract Terms and Conditions



INDOT Prequalification for NEVI

- NEVI will be advertised through Request For Proposals
 - **Consultant Prequalification** required for all proposers:
 - *Team members exclusively serving as Site Owners need not prequalify*
 - New firms must apply no later than thirty (30) days prior to NEVI RFP close date
- Types of prequalification:
 - Consultant (professional services; i.e., potential prime proposers to this RFP and any sub not performing construction services)
 - **New applicants may simply obtain Consultant Work Type 15.1-Specialty Not Listed**
 - Contractor (construction work; i.e. team members performing construction and/or installation of EVSE and associated components)
 - Prequalification is NOT required for haulers, suppliers, and construction subcontractors performing less than \$300K in total INDOT work.



Prequalification Application

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- General:
 - W-9
 - Indiana Secretary of State registration
 - XBE certification
 - Address, company principals, years of operation
- Technical:
 - Work types (see previous slide)
 - Qualifying person (QP)
 - Experience
- General and technical are completed every 24 months

- Financial:
 - Document a firm's financial position
 - Checklist: <https://www.in.gov/indot/doing-business-with-indot/consultants/consultants-prequalification/audit-information/>
 - Levels:
 - Self-certified
 - CPA audit
 - Cognizant Audit Financial Level
 - Completed every 12 months



Prequalification, Continued

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- Specific experiential and certification requirements for NEVI project will be included, but:
 - Experience and technical ability will not be determined by prequalification status
 - Proposer firms must evidence satisfaction of requirements through Proposal Parts B and C.
 - **Ex. EVITP for installation firms/staff per 23 CFR 680.106(j)**
- Process:
 - Access Indiana Account
 - Register business
 - Create Account and enroll business
 - Submit application
- References:
 - Consultant Prequalification requirements: <https://www.in.gov/indot/doing-business-with-indot/consultants/consultants-prequalification/>
 - Contractor: <https://www.in.gov/indot/doing-business-with-indot/contractorsconstruction/contractors-prequalification/>



Part B

- Experience
 - Projects
 - References
- Qualifications:
 - List of team members
 - Key staff
 - Identify roles for each team member
- Approach:
 - Operations and maintenance O&M commitment
 - Approach to maintaining up time
 - Data sharing
 - Cybersecurity
 - Safety and training
 - Approach to rates and billing
- Project Cost Information:
 - Cost share offered
 - Description of ownership model

Teaming Partners	Purpose/Considerations
Site Host	<ul style="list-style-type: none"> • Property owner/operator
Contractor	<ul style="list-style-type: none"> • Installation of EVSE • Must be EVITP certified (*NEVI)
Electric Vehicle Supply Equipment (EVSE)	<ul style="list-style-type: none"> • Provide necessary equipment • Site design
Charging Network	<ul style="list-style-type: none"> • Online connection, payment, real-time state • Data collection and reporting
Utility	<ul style="list-style-type: none"> • Provide power to station
Operations & Maintenance	<ul style="list-style-type: none"> • Team Performing O&M for life of equipment
Other	<ul style="list-style-type: none"> • On Site Amenities, etc.



- Site Information:
 - Narrative answering 6 questions
 - Design and enhancements beyond the minimum requirements
- Site Schematic:
 - One page
 - Identifies site layout
- Site Readiness:
 - Narrative answering 6 questions
- Future Proofing:
 - Narrative answering 4 questions
 - How does the site scale for future growth and sustainability?
- Equity, Workforce and Economic Development:
 - Narrative answering 4 questions



Evaluation Criteria

Part	Title	Contents	Points
A	Administrative	Checklist	Y/N
		Minimum NEVI requirements	Pass/Fail
		Prequalification	Y/N
	Administrative Subtotal		
B	Experience	Experience (past EVSE projects)	75
		Qualifications (list firms, role, key staff)	75
		Project Approach	75
		Project Cost Information	25
	Experience Subtotal		
C	Site Proposal	Site Information	70
		Site Schematic	20
		Site Readiness	60
		Future Proofing	40
		Equity, Workforce and Economic Development	60
	Site Proposal Subtotal		
TOTAL POINTS POSSIBLE			500

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INDOT Equity Initiative Services Office

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- NEVI is a Justice40 program
 - 40% of program benefits to disadvantaged communities
 - No Federal DBE requirement for NEVI
- INDOT EIS Mission:
 - Maximize contracting opportunities for disadvantaged businesses by certifying qualifying firms as Disadvantaged Business Enterprises
 - Monitor INDOT contracts for equal employment opportunity contract compliance with state and federal laws
 - Increase the number of journey-level women and minorities in Indiana's construction industry through the On-the-Job Training Program
 - Provide education about and ensure enforcement of state and federal civil rights laws as they pertain to the heavy highway industry
- INDOT DBE Goals:
 - Every three years, INDOT is required to set an overall DBE goal. This is an aspirational goal.
 - Current statewide DBE goal is 10.2%



Equity, Workforce and Economic Development

Revisions Pending!!

Networking and engagement events may be added to scoring criteria

Approach to exceeding stated equity goals and metrics – 30 points

- Input to metrics that should be considered in future annual plan updates:
 - EV education and awareness
 - Supplier diversity and contracting with DBEs
 - Metrics related to the clean energy job pipeline and training opportunities
 - Site selection criteria which favor DAC and rural areas

DBE and supplier diversity on the team – 10 points

Approach to workforce development (on the team and in the community) – 10 points

Approach to EVSE education and awareness – 10 points

Types of Certifications

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- Public vs. private.
- The three main state-wide public certifiers are:
 - IDOA – the Indiana Department of Administration
 - Specifically, the Division of Supplier Diversity
 - They certify MBE/WBE/IVOSBs
 - The City of Indianapolis
 - Specifically, the Office of Minority and Women Business Development
 - They certify MBE/WBE/VBE/Disability-Owned BE
 - INDOT – the Indiana Department of Transportation
 - Specifically, the Equity Initiative Services Division
 - We certify DBEs and ACDBEs

- How do you decide?
 - Public certifications are no cost and only take time – but your time is money!
 - Be strategic.
 - Where and with whom do you want to do business?
 - Is an owner, prime, or other business asking if you are certified?
 - Do your research and don't be afraid to reach out. We all have people (like me) who get paid to talk to you.
 - Follow the money.



INDOT NEVI XBE Networking Event

- **Mid-July 2023**
 - Email nevi@indot.in.gov to ensure you receive the latest news on NEVI-related events
- **Goals:**
 - Connect prime proposers with current and potential XBE firms
 - Provide an understanding of how to partner
 - Provide examples of services
 - How to get registered
- **Format:**
 - Focus on Q&A and connections



Award and Contracting

INDOT Electric Vehicle Infrastructure Plan



Selection Process

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- Initial Selection: Part A
- Technical Evaluation: Parts B and C
- Final Selection: Sites and Estimated cost
 - Number and location of site(s)
 - Estimated per site and per project cost



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Award Process and Project Milestones

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1

Contingent Award

- Final number of sites
- Final site design
- Estimated project cost
- Final site host agreement

2

Final Award

- NEPA
- Site permits
- Utility coordination
- Final project cost

3

Construction

- Commissioning complete
- Site verification

4

Operations and Maintenance

- Quarterly payments
- Performance audit

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Reimbursement



* Direct and indirect cost allocation for reimbursement must follow 2 CFR part 200.

Category	ELIGIBLE	INELIGIBLE
Capital	<ul style="list-style-type: none"> - New and upgraded EVSE and associated components - Minor grid upgrades - Construction, site survey and inspection - Signage at and leading to the site 	<ul style="list-style-type: none"> - Purchase or rental of real estate - Major grid upgrades - Construction or maintenance of building / parking facilities
Operations and Maintenance	<ul style="list-style-type: none"> - <i>Hardware and software maintenance and repairs (routine and unscheduled)</i> - <i>Warranty (regular and extended)</i> 	<ul style="list-style-type: none"> - <i>Electricity</i> - Insurance - Customer support
Networking and communications	<ul style="list-style-type: none"> - Charger communication and data reporting 	
Miscellaneous	<ul style="list-style-type: none"> - <i>EVITP training for installation, operations and maintenance staff</i> - <i>Additional site amenities beyond minimum</i> - <i>Renewable energy technology</i> 	<ul style="list-style-type: none"> - Any costs unrelated to the EV charging stations - Any cost incurred prior to contingent award

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Draft Contract Terms and Conditions

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- Effective date, notice to proceed, execution
- Compliance with laws: Federal, State, public records, cybersecurity
- Project information:
 - Scope and # sites
 - Permits and licenses
 - Final eligible costs
 - General O&M obligation and terms
 - Schedule
 - Budget and payment
 - Deliverables (ex. reporting and data sharing)
- Administration and inspection of work
- Bonding and insurance
- Non-performance and penalties
- Force majeure
- Breach of contract / termination
- Discrimination and drug-free workplace certification
- Indemnification

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Draft Contract Terms and Conditions

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- References:

- Agreement template: <https://www.in.gov/idoa/state-purchasing/contract-administration/contract-forms-manuals-and-templates/>
- Required Contract Provisions (Federal Aid Construction Contracts): <https://www.fhwa.dot.gov/programadmin/contracts/1273/1273.pdf>
 - eCFR :: 23 CFR 635.309 -- Authorization.
 - eCFR :: 23 CFR 710.309 -- Design-build projects.

- Timeline and process:

- Contract development ~ 40-60 days (will begin during response timeframe)
- Draft contract at time of contingent award

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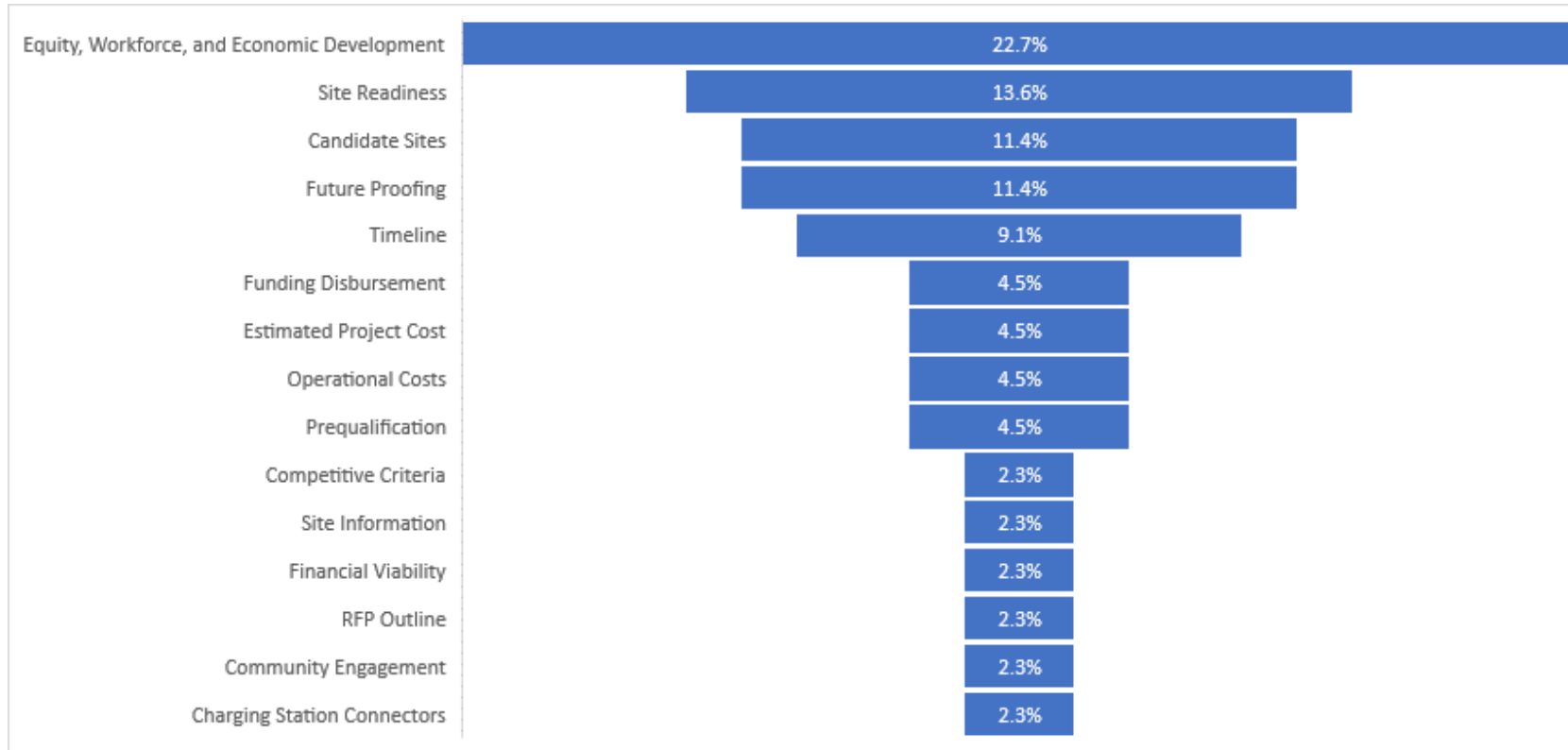
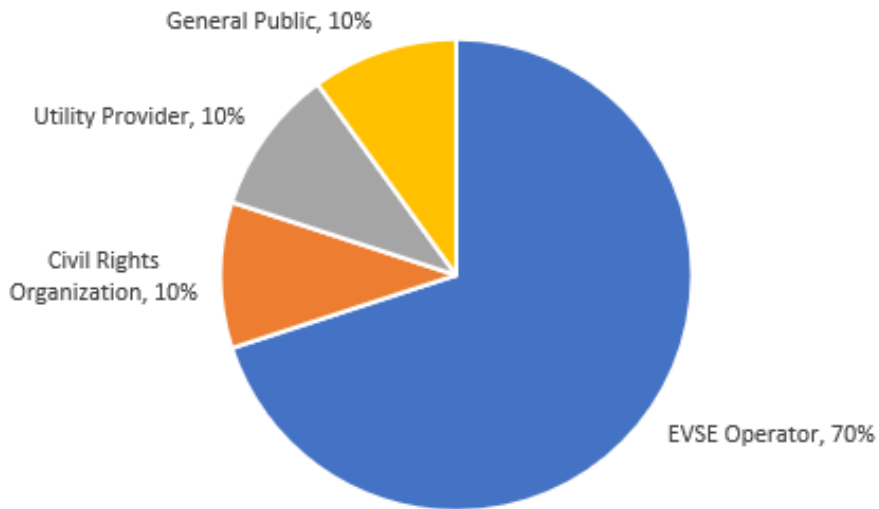
Next Steps

INDOT Electric Vehicle Infrastructure Plan



Summary of comments and feedback received to date

- 44 comments
- 10 stakeholders



Next Steps

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- **INDOT:**

- XBE Networking Event – Mid-July (tentative)
- Post RFP comments and responses
- Update and finalize RFP
- Post RFP NLT end of July

- **Proposers:**

- Email nevi@indot.in.gov with required information for submission portal (company name, submitter name, telephone and email)
- Check out candidates sites
- Contact utilities
- Connect with potential partners
- Engage in the community



Questions

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- NEVI@indot.in.gov
- Scott Manning
 - smanning1@indot.in.gov
- Diane Newton:
 - dnewton@hntb.com

- INDOT NEVI Web Page: <https://www.in.gov/indot/current-programs/innovative-programs/electric-vehicle-charging-infrastructure-network/>





Thank you!

