

Appendix C - Template

Part A: Administrative Proposal

Proposal Checklist

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| Please confirm that you are submitting a full and complete proposal package, including Parts A, B, and C. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <i>Comments:</i> | |

Minimum Requirements

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| Confirm compliance with minimum NEVI requirements as outlined in Appendix B . | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <i>Comments:</i> | |

Prequalification

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| Confirm that you are prequalified for all the requirements found in Appendix D . | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <i>Comments:</i> | |

Prime Proposer's Financial Viability

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| Confirm that you have provided your credit rating history, or a letter from a lending bank if you are a non-rated entity. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Confirm that you have provided verification of your bank information. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| Confirm that you have provided consolidated financial statements for the two most recent completed fiscal years. | <input type="checkbox"/> Yes <input type="checkbox"/> No |
| <i>Comments:</i> | |

Part B: Experience, Qualifications, and Approach

Proposer Experience

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| How many years of experience with EVSE projects do you have? | |
| How many clients/customers are you currently providing EVSE services to? | |
| List the geographic locations of your past EVSE projects. | |

Provide a brief description and references for past EVSE project experience (preferably at least three).

| Project City and State | Project Specific Address | Project Cost | Project Description | Team Member(s) Involved | Team Member(s) Role(s) | Reference Contact Name | Reference Contact Information |
|------------------------|--------------------------|--------------|---------------------|-------------------------|------------------------|------------------------|-------------------------------|
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Proposer Qualifications

| Describe the roles of the project team individuals expected to be involved in the project. | |
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| Project Owner | |
| Site Host | |
| EVSE Supplier | |
| EVSE Installer/Contractor | |
| Operator | |
| Maintainer | |
| Utility Provider | |
| Sub-contractors (if known) | |
| Consultants (if any) | |

Project Approach

Operations and Maintenance

1. How would you describe your commitment to providing ongoing operation and maintenance (O&M) support for the EVSE infrastructure?

2. Can you outline the specific O&M services you would offer for the EVSE equipment, including preventive maintenance, repairs, and replacements?

3. How do you ensure that your O&M activities for EVSE align with industry standards and regulatory requirements?

Maintaining Up Time

1. What strategies or measures do you have in place to ensure high uptime for the EVSE infrastructure?

2. How do you handle proactive monitoring, maintenance, and rapid response to minimize downtime for the EVSE stations?

3. Can you provide examples of how you have successfully maintained high uptime for EVSE projects in the past?

Data Sharing

1. How do you approach data sharing related to EVSE usage, charging patterns, and operational performance?

2. Do you have mechanisms in place to ensure data privacy and comply with relevant data protection regulations?

3. Are you open to collaborating and integrating EVSE data with other systems or platforms, such as energy management systems or smart grid networks?

Cybersecurity

1. How do you address cybersecurity concerns for the EVSE infrastructure to protect against potential cyber threats?

2. Can you describe the security measures you have implemented to safeguard EVSE equipment, user data, and communication networks?

3. Do you possess any certifications or undergo audits that demonstrate your commitment to cybersecurity for EVSE projects?

Safety and Training

1. Describe the safety considerations at the site during installation, for maintenance personnel, and EV users.

2. Describe your team’s plan for EVSE equipment installation and maintenance workforce training.

3. Describe your approach regarding potential EVSE safety incidents related to EVSE installations or operations and give examples of how you addressed and managed such incidents in the past.

Rates and Billing

1. How do you determine rates for EVSE services, including charging costs for end-users or billing structures for commercial clients?

2. What factors do you consider when establishing EVSE pricing, such as electricity tariffs, service fees, or demand management strategies?

3. Are there any flexible billing options or innovative payment models available, such as time-of-use rates or demand response incentives?

Project Cost Information

Percent Cost Share Offered per Site

1. What is the estimated cost share percentage that will be proposed?

2. What is the source of your 20 percent cost share funds?

3. If other grant funding sources are being applied for, please indicate the source and current status of those funding sources (e.g., pending, approved, not yet applied, etc.).

4. If multiple Candidate Sites are being proposed and the percent cost share differs by site, please indicate the cost share per site.

Description of the EVSE Ownership Model

1. Who receives the financial benefits (revenue) generated from the EVSE station(s)? Please provide details on profit-sharing or revenue distribution arrangements, if applicable.

2. Who is responsible, both financially and operationally, for the maintenance and repair of the EVSE station(s)?

3. What are the approximate service fees charged to EV users?

4. Provide a brief overview of the rate structure and methodology that will be implemented for charging EV users.

5. What customer method(s) of payment will be accepted at the EVSE stations (e.g., credit/debit cards, mobile apps, contactless payment, etc.)?

6. What are the billing practices that will be implemented to ensure accurate and timely invoicing for EV charging services?

Part C: Site Proposal

Site Information

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| What is the distance between the proposed charging site and the EV corridor it is serving? | <input type="checkbox"/> 0-0.25 mi <input type="checkbox"/> 0.26-0.5 mi <input type="checkbox"/> 0.55-0.74 mi <input type="checkbox"/> 0.75-1.0 mi |
| How many total DCFC charging stalls/ports will be available? | <input type="checkbox"/> 4 stalls/ports <input type="checkbox"/> 5-7 stalls/ports <input type="checkbox"/> 8+ stalls/ports |
| How much power will be available per port for the concurrent, continuous charging at the proposed charging site? | <input type="checkbox"/> 600 kW <input type="checkbox"/> 601-999 kW <input type="checkbox"/> 1000+ kW |
| Is internet/networked access available at the charging site? | <input type="checkbox"/> Yes, reliable internet/networked access is readily available. <input type="checkbox"/> No, internet/networked access is not available at the charging site. <input type="checkbox"/> Partially available, with limitations or intermittent connectivity. |
| What is the method used to provide internet/networked access at the charging site? | <input type="checkbox"/> Wired connection (e.g., Ethernet) <input type="checkbox"/> Wireless connection (e.g., Wi-Fi) <input type="checkbox"/> Cellular data connection (e.g., 4G/5G) <input type="checkbox"/> Other (please specify): |
| What are the utility improvements needed for electric service at the charging site? | <input type="checkbox"/> No utility improvements required. <input type="checkbox"/> Minor adjustments or upgrades needed. <input type="checkbox"/> Increase electrical capacity or upgrade infrastructure. <input type="checkbox"/> Major upgrades or installation of new power supply lines required. <input type="checkbox"/> Utility service not available, requiring significant infrastructure development. |
| Please check the enhancements and amenities beyond the minimum requirements that are present at the electric vehicle charging site locations: | |
| <input type="checkbox"/> Basic amenities only: The charging site meets the minimum requirements without additional enhancements or amenities. <input type="checkbox"/> Safety and convenience enhancements: <ul style="list-style-type: none"> <input type="checkbox"/> Well-lit areas <input type="checkbox"/> Security cameras <input type="checkbox"/> Designated parking spaces <input type="checkbox"/> Clear signage <input type="checkbox"/> Customer amenities: | |

- Seating areas
- Restrooms
- Nearby dining options
- EV information and educational displays
- Other customer-oriented amenities (please specify):
- Enhanced charging experience:
 - Compatibility with multiple charging standards
 - Reservation systems
 - EV-specific rewards programs
 - Mobile app integration for charging station status and availability
 - Contactless payment options
- Other (please specify):

Site Schematic

Provide your site schematic including the charging site layout showing existing/proposed parking spaces, EVSE charger, point of sale kiosk (if separate from charger), signage, electric service point, space for future use, ADA access, and other supporting information.

Site Readiness

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| <p>What is the level of existing EVSE at this site?</p> | <input type="checkbox"/> Some L1 or L2 charging infrastructure. <input type="checkbox"/> Some L2 or DCFC charging infrastructure. <input type="checkbox"/> There are no existing EVSE on site. |
| <p><i>Comments:</i></p> | |
| <p>What is the status of the site host agreement at this site?</p> | <input type="checkbox"/> No commitment or agreement <input type="checkbox"/> Verbal or soft agreement <input type="checkbox"/> Signed site host agreement |
| <p><i>Comments:</i></p> | |
| <p>What is the extent of current extent of coordination with the electric utility provider?</p> | <input type="checkbox"/> No commitment with utilities <input type="checkbox"/> Utility information compiled <input type="checkbox"/> Completed utility questionnaire |
| <p><i>Comments:</i></p> | |
| <p>What is the status of permits required at the site? Please describe permits needed below.</p> | <input type="checkbox"/> No permits required <input type="checkbox"/> Some discussion of potential permits required <input type="checkbox"/> Permits required but no discussion initiated <input type="checkbox"/> Permits required and in the process of obtaining <input type="checkbox"/> All required permits obtained |
| <p><i>Comments:</i></p> | |
| <p>What is your availability of EVSE equipment?</p> | <input type="checkbox"/> No EVSE inventory <input type="checkbox"/> EVSE in inventory but not ready to install <input type="checkbox"/> EVSE in inventory and ready to install |
| <p><i>Comments:</i></p> | |
| <p>Will the entire project occur within an existing parking lot, paved or gravel area, or maintained (periodically mowed) lawn?</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other |
| <p><i>Comments:</i></p> | |
| <p>Are any project partners, including the site host, aware of any site contamination/remediation or cleanup activity associated with hazardous materials? If yes, please clarify below.</p> | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other |
| <p><i>Comments:</i></p> | |

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| Are there any special environmental permits or other approvals that are required to complete this project? If so, provide below the status of each permit and anticipated timeline to obtain approval. | <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Other |
| <i>Comments:</i> | |

Future Proofing

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| What is the transformer capacity proposed at or available at this site? | <input type="checkbox"/> None <input type="checkbox"/> 50% additional transformer capacity <input type="checkbox"/> 100% additional transformer capacity |
| <i>Comments:</i> | |
| Is there future potential for MD/HD vehicles? | <input type="checkbox"/> No future potential for MD/HD vehicles <input type="checkbox"/> EVSE available to MD/HD vehicles <input type="checkbox"/> Other |
| <i>Comments:</i> | |
| To which extent will renewable energy be used to power this site? Please explain below. | <input type="checkbox"/> No renewable energy used <input type="checkbox"/> 50% of power from renewables <input type="checkbox"/> 100% of power from renewables <input type="checkbox"/> Other (please specify): |
| <i>Comments:</i> | |
| Please describe any innovative sites beyond the requirements. These may include solar chargers and/or on-site battery storage. | |
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Equity, Workforce, and Economic Development

1. Please describe your approach to meeting or exceeding INDOT’s stated and potential equity goals from the approved Indiana EV Implementation Plan.

2. List all XBE and local firms included on the proposer’s team and describe their level of participation in the Work required to complete the development and operation of the charging site.

3. Describe your approach to workforce development.

4. Describe your approach to EVSE education and awareness.