

Request for Information (RFI)

October 2022



Erie Businesses and HOA's,

Does your business and/or HOA have interest in becoming a Site Host for electric vehicle chargers? A Site Host is the owner or occupant of land on which an EV charging station is built. Site Hosts represent a variety of industries and land use types, including:

- Tourist destinations and public lands;
- Businesses and institutions, such as hotels, shops, schools, and restaurants;
- Transportation facilities, such as transit centers, and fleet depots; and
- Community sites, such as a public library, HOA clubhouse, golf course, or other town amenity.

As a Site Host, one would enter into a public/private partnership with the Town of Erie ("the Town") and have electric vehicle supply equipment (EVSE) installed on the property. The purpose of this RFI is to generate a list of prospective private partners that the Town may engage in more detailed planning and site selection. Each site is unique and therefore each interested party would enter in a unique agreement with the Town to include cost sharing, property transfer details, maintenance, and utility costs as applicable to each individual site.

Benefits to Site Hosts:

- Attracting or retaining EV-driving residents, visitors, or customers;
- Attracting or retaining EV-driving employees;
- Earning revenue from user fees for EV charging;
- Leveraging private funding or financing for installation, operation and maintenance;
- Accelerating EVSE regional corridor installations;
- Supporting a new fleet of electric vehicles or buses; and
- Encouraging more widespread adoption of EVs for the environmental and public health benefits.

Details

Public-private partnerships (P3s) involve partnerships between public agencies (such as local governments and transportation authorities) and private entities to produce publicly accessible infrastructure. Benefits to using a P3 project method can include leveraging private/public funding or financing for a project, accelerating project delivery, and minimizing risk for each party.

The purpose of this RFI is for information-gathering purposes only. The Town will not select partnership with Site Hosts based on responses to this RFI alone.

Scope

The Town is looking for a Site Host to:

- Coordinate and identify prospective EV charging sites;
- Assist in the design of EVSE on your site(s);
- Provide and pay for electricity to the EVSE;
- Work alongside Town staff to secure all necessary permits and approvals;
- Provide matching funds necessary for installation, operation, and maintenance;
- Ensure public availability of the EVSE;
- Maintenance of parking spaces (e.g. paving, street sweeping, snow removal);

- Maintain on-site landscaping and proper aesthetic visibility best practices around the EVSE;
- Expand awareness of available chargers via signage or electronic means;
- Comply with all applicable American with Disabilities Act (ADA) requirements or standards; and

Roles of the Town include:

- Provide coordination of project details from start to finish of installation and deployment;
- Provide matched funding all or part of the charging infrastructure; could include electrical infrastructure, hardware, network, installation costs and materials;
- Provide operations and maintenance, including customer support;
- Pre-vetting of town-owned sites by town and/or utility;
- Enforcing proper use of EVSE and EV parking compliance;
- Streamlining funding opportunities and incentives through local, state, or federal grants and rebates;
- Streamlining permitting;
- Provide usage data and environmental impact reporting;
- Promoting EVSE educational materials to increase awareness of the benefits for transitioning to electric vehicles;
- Leading stakeholder consortia with electric utilities, installers, land and site owners, to help minimize costs and capital risk;
- Collect user fees and reimbursement for electricity usage for Site Hosts; and
- Provide 24/7 technical support for installed EV charging sites.

Anticipated Timeline

- Open for Submissions and Questions: October 2022
- Deadline for submission: December 2022
- Evaluation period: January-March 2023
- Selection of businesses and HOA's: April 2023
- Installation and Activation: May-December 2023

Information Needed:

If interested, please submit the following information via email to Tyler Kesler, Sustainability Manager at SustainableErie@erieco.gov:

1. Your name and contact information (phone number and email).
2. Business or HOA Name
 - a. If a business, please include a brief description of the business including the number of employees and average number of customers by month.
 - b. If an HOA, number of households and users of the site proposed.
3. Current budget available for cost-sharing on installation (most Level 3 fast charging stations cost between \$50,000-\$100,000 for installation).
4. Address and Site Map of proposed location(s).
5. Current utility provider at the site of proposed EVSE installation.
6. Any information regarding current EV charging unit options, locations, and capabilities.
7. Any additional information that would be helpful for the selection committee to determine the best feasibility of your site.

Town of Erie Goals:

The Town intends to expand electric vehicle charging infrastructure to support widespread adoption of

electric vehicles and provide access to charging options for the public within the Town. 25 charging stations by 2025 is the goal and the Town needs your help to get there.

Stated goals in the Sustainability Master Plan (2019) and adopted goals since include:

- Increasing the number of EVs on the road through equitable programs and policies such as bulk purchase programs and improved charging infrastructure.
- Ensuring that electric vehicle charging is made available to attached housing properties and to low-income residents.
- Supporting state and regional goals for EV adoption.
- Considering using public-private partnerships to establish a network of vehicle charging stations.
- Installing 25 accessible EV charging stations by 2025.

Erie is committed to becoming a leader in sustainability by providing outreach and leadership alongside inclusive and accessible opportunities that support the growth of our economy and engage the community while protecting our natural environment.

Sincerely,

Tyler Kesler

Tyler Kesler, Sustainability Manager
Town of Erie