

**NEVI ROUND 2  
PRE-PROPOSAL CONFERENCE  
JANUARY 14, 2025  
TRANSCRIPT OF PRESENTATION**

**Slide 1**

Welcome to the Maryland Department of Transportation State Highway Administration's National Electric Vehicle Infrastructure (NEVI) Round Two Pre-Proposal Conference. My name is Jeff Folden, I'm the Director for the Office of Program and Alternative Delivery for the Maryland State Highway Administration and the procurement officer for this procurement.

Before getting into the presentation, I want to go over a few housekeeping rules.

First, this presentation is being recorded. We intend to post the recording to eMaryland Marketplace Advantage next week with an addendum. We will also include additional pre-proposal conference materials including the attendees and the presentation along with responses to any questions we received prior to or at this proposal conference.

If you have any questions during the pre-proposal conference, please utilize the Q&A feature in MS Teams. We will address questions at the end of the presentation but feel free to add questions throughout the presentation.

**Slide 2**

Today's agenda includes an overview of the national electric vehicle infrastructure program in Maryland, the contracting structure of this RFP, or request for proposals, an overview of the procurement, and then we will be responding to questions at the end.

**Slide 3**

The goal in the national electric vehicle infrastructure program is to build out electric vehicle charging infrastructure across the United States.

The initial focus of this implementation is on the designated alternative fuel corridors or AFCs. Maryland has identified 23 alternative fuel corridors throughout the state of which 19 are eligible under this request for proposals as the other four are considered built out as we've selected sites throughout those four corridors.

Project sites under this request for proposals to comply with NEVI requirements must be accessible to the public 24 hours a day seven days a week, year-round. They must be no more than one mile driving distance from the exits or the intersections along the alternative fuel corridor and that is the closest exit or ramp to the project site. And it cannot be located within Interstate or state owned right of way.

Additionally, to comply with build out requirements for the NEVI program, charging stations can be no greater than 50 miles apart on the alternative fuel corridors and each alternative fuel corridor must have at least two electric vehicle charging sites to be considered build out.

**NEVI ROUND 2  
PRE-PROPOSAL CONFERENCE  
JANUARY 14, 2025  
TRANSCRIPT OF PRESENTATION**

**Slide 4**

To facilitate locating project sites, MDOT established target areas along each of the alternative fuel corridors.

These target areas represent a radius around the alternative fuel corridor where the project site for the electric vehicle charging stations must be located to be eligible for this request for proposals. The Administration will only select up to one project site per target area during NEVI round two.

I'm going to pull up the map of the target areas just to show you and to walk through it for one second. It's also in the request for proposals. And here's just an example of one of the corridors. Frederick at the top of the screen and the Capital Beltway is at the bottom of the screen and there are two target areas within this corridor. The pink circles or red circles represent one target area and the purple represent another target area. So, in the I-270 corridor there's two target areas that we would be seeking proposals for. Connecting to the I-270 corridor is the Intercounty Connector here and you can see there's one target area remaining to build out the Intercounty Connector in the pink.

**Slide 5**

So, moving on to the contracting structure these will be design build contracts under the Code of Maryland regulations or COMAR 21.05.11, and Title 23 of the Code of Federal Regulations, or CFR 636. They will be procured using Code of Maryland Regulations 20.1.05.03, competitive proposals, and Title 23 CFR 636. Each Offeror who is selected will enter into a fixed price contract with the Maryland State Highway Administration to provide all work under this RFP. You have to be able to provide all work for this RFP through your forces or subcontractors.

And we intend to make multiple best value selections or awards for individual project sites.

**Slide 6**

After selection, the selected Offerors will have to provide performance bonds and payment bonds at 100% of the cost of the project site. And those have to be provided prior to execution of the contract.

The contract will be for up to seven years, which allows for up to two years for the final design and construction of the project sites and five years to fulfill the operations and maintenance requirements under the NEVI program.

The Contractor also has to provide the real property rights for each project site through either ownership or an agreement with the project site owner that will also provide access for the public and the State Highway Administration along with others such as the Federal Highway Administration.

The contractors must also provide a 20% financial match of eligible costs to match the federal maximum 80% share for the project. If the offeror cannot provide 20%, they would not be eligible for award under this RFP.

**NEVI ROUND 2  
PRE-PROPOSAL CONFERENCE  
JANUARY 14, 2025  
TRANSCRIPT OF PRESENTATION**

Additionally, there's no disadvantaged business enterprise goal for this contract or DBE, as the DBE requirements do not apply to the NEVI Formula Funds under federal law. And as federal funds are being used, the State cannot use its state minority business enterprise program to set goals.

**Slide 7**

The scope of work for the Contractor will be to design and construct and that includes permitting, utility coordination, and all agreements necessary for the electric vehicle charging stations. That must be done within the first two years of the contract after the notice to proceed-1 has been issued.

Once the electric vehicle charging stations are operational and accepted by the Administration, the Contractor must fulfill his operation and maintenance requirements for five years and includes maintaining 97% uptime of the chargers. Then, the Contractor must fulfill the contract expiry obligations before the contract ends. The contract expiry obligations include notice that you're going to continue to operate the electric vehicle charging stations, transfer them to others, or decommission the site.

All work has to comply with federal NEVI program requirements and Title 23 CFR 680.

**Slide 8**

This slide provides a general process flow for this contract so just wanted to walk through it at a high-level. As I noted earlier, the contract duration is up to seven years with up to two years for design and construction and then five years for operations and maintenance.

Once a contractor has been selected, we intend to execute contracts between 60 and 90 days after selection. During that 60-90 days, the State Highway Administration will complete the environmental review under the National Environmental Policy Act or NEPA utilizing the information provided in the Offerors Proposal. We may ask during that time for additional information from Offerors to complete the NEPA process.

Concurrently with the NEPA process, the contracts will be reviewed, drafted and finalized. Once NEPA is done and the contracts are finalized, we will execute the contracts. Prior to execution as I said earlier, performance bonds and payment bonds must be provided to the Administration.

We expect to execute the contracts and issue notice to proceed-1 after the NEPA approval for all project sites that will be under the contract. And that notice to proceed-1 will allow for final design to begin. During final design, the contractor must submit the site host agreement to SHA within 30 days of the initial notice proceed-1. SHA will review that to ensure it meets necessary requirements and allow us to issue a right-away certification which we have to do to comply with federal requirements.

The contractor will submit the project site design plans to both SHA and the local jurisdiction having authority. SHA will review and comment on these plans to ensure they comply with the Contract and NEVI requirements. Once the site has been permitted and design complete and the contractor has completed utility coordination and received all permits, the final construction may begin. The contractor may issue final plans for construction after notice to proceed-2.

**NEVI ROUND 2  
PRE-PROPOSAL CONFERENCE  
JANUARY 14, 2025  
TRANSCRIPT OF PRESENTATION**

During construction, the contractor is responsible to provide all material, testing, equipment, and any other documentation such as working drawings approved by their engineer and documentation of inspections by the local authorities to allow us to verify work complies with the approved plans and specifications. We will provide independent audits and testing as needed for the work to fulfill our federal requirements under federal regulations.

The contractor must demonstrate to SHA and local authority that the electric vehicle charging stations are operational. We will then issue a notice of acceptance and at that point the operations and maintenance period will begin. The contractor will operate and maintain the electric vehicle charging stations in compliance with the contract and that includes ensuring the 97% uptime requirement. Additionally, quarterly and annual reporting is required to ensure the State can fulfill its requirements of the NEVI program.

Six months prior to the end of the contract, the contractor needs to notify the Administration of its intent to continue operating the vehicle charging station, selling or transferring the control, or decommissioning the Site. If the contractor is going to continue to operate the project, the contractor just needs to demonstrate that they have the property rights to do so. If the site is to be decommissioned, it needs to be complete withing 30 days of the end of the operations and maintenance.

**Slide 9**

Payment under the contract will be through milestones achieved. 20% of payment will be paid upon notice proceed-two and ready for construction plans being issued. Upon acceptance of the site and the beginning of the operations and maintenance, 50% of the proposal price will be paid and then 6% will be paid each year of operations and maintenance with the last payment upon contract expiry completion.

**Slide 10**

These are design build contracts under Maryland regulations and federal regulations through competitive sealed proposals. We'll be selecting project sites on a best value basis or most advantageous to the state. And we intend to make multiple awards from this procurement. But we will select no more than one project site for a target area.

**Slide 11**

In response to this RFP, there is a single submittal required which will have three volumes. Volume one is the general project technical proposal. The second volume, Volume two, is the project site technical proposal and volume three is the project site financial proposal.

Only one volume one is required per Offeror. For volume two and volume three, one volume 2 and one volume 3 is required per Project Site.

**NEVI ROUND 2  
PRE-PROPOSAL CONFERENCE  
JANUARY 14, 2025  
TRANSCRIPT OF PRESENTATION**

**Slide 12**

Looking at volume one which is RFP attachment B, the general technical proposal includes the following elements which include both pass/fail and quality ratings.

The transmittal letter, proposal affidavit, conflict of interest affidavit, location of performance of services disclosure, and the financial capability summary will all be required and will be rated pass/fail. These are needed to demonstrate that the offeror is capable to deliver the work in all aspects and is responsible.

Additionally, the organization experience shall be provided which includes the organizations to be part of the work, prior installations completed by the organizations under the team, a Licensed professional engineer who will be responsible for the design, and the financial structure of the team.

Additionally, the general project approach will be looking for your approach to project development, planning, design, permitting, site preparation, utility coordination, EV charging and equipment procurement, and construction including potential risks and mitigation strategies, your approach to operations and maintenance, the proposed rate structure methodology for assessing users fees, ensuring payment options are secure and provides equitable accessibility, and are consistent with federal requirements, your approach to assessing retaining data, and your approach to safety during construction and during operations and maintenance.

**Slide 13**

The project site technical proposal is RFP attachment C, it includes a cover page which is pass/fail. Project site information which is pass/fail to demonstrate that it meets federal NEVI requirements.

The project site details will be a quality rating and include things such as if the charger is an existing EV charging station, if it is a currently existing disturbed area, how many pedestals and ports are being provided, the current state of the site development, the approach to innovative technologies, the approach to ADA, safety and security, project schedule and timeline, the plan for the plan to benefit federally disadvantaged communities and how you will provide a more equitable charging experience and also a project site layout diagram, map or schematic.

Next is the project site enhancements or amenities which will help to provide the amenities that exist or are proposed at the site.

A utility review form which will be pass/fail needs to be provided to the utility companies with a response from the utility companies expected. A landowner access form is required which would allow the Administration to access the land during the proposal phase or before the contract's execution so we can perform the National Environmental Policy Act review. Also, any document you have related to ownership of the land or agreements to utilize the land that the project site is needed. We would be looking for a final agreement at this point, but we do want to see what information you do have that demonstrate that you will be able to acquire the final rights needed for the site.

**NEVI ROUND 2  
PRE-PROPOSAL CONFERENCE  
JANUARY 14, 2025  
TRANSCRIPT OF PRESENTATION**

**Slide 14**

Volume three is the project site financial proposal which is RFP attachment D. This proposal form includes the total eligible costs for each project site and ineligible costs which could include additional ports above the required four as an example and the total proposal price which is how much is being requested from the State. As noted earlier, the proposal price cannot exceed 80% of the total eligible costs. As 20% of the eligible costs has to be provided by the Contractor. Additionally, as part of the financial proposal a proposal guarantee or bid bond is required for 5% of the total proposal price.

**Slide 15**

For selection, an Offeror must pass all pass/fail evaluation factors. The best value selection will consider the quality ratings for the technical evaluation factors along with the financial proposals. And determining the most advantageous, the technical evaluation factors will have a higher relevant importance than the financial proposals. We intend to award multiple awards from this contract solicitation with up to one per target area.

**Slide 16**

The RFP was issued on December 17<sup>th</sup>, 2024, on eMaryland Marketplace Advantage and we're having the pre-proposal conference today. The last day for questions is four weeks prior to proposal submittal or February 26<sup>th</sup>, 2025, with proposals currently due March 26<sup>th</sup>, 2025. We anticipate selection by late June of this year with anticipated execution of the contract and notice to proceed-1 in late August of 2025.

**Slide 17**

I just want to note before getting any questions we received prior to this or during this meeting that all materials will be posted on eMaryland Marketplace Advantage. I would note that do not bookmark the site. You need to go in and search each time as every time an addendum is issued the links may change. All addendums will be posted to eMaryland Marketplace Advantage and that will include addressing any questions received before this conference, at this conference, or after the conference will answer all questions via an addendum. And we ask any additional questions after this conference or comments, as we encourage not just questions in the RFP but comments on the RFP or the draft contract or any attachments be submitted to the [neviprocurement@mdot.maryland.gov](mailto:neviprocurement@mdot.maryland.gov) email address.

[Refer to Addendum No.1 letter for questions and responses.]