

RFP24-43 EV Charging Infrastructure Plan
Addendum 1

Question: Would city be open for contract negotiations for mutually agreeable terms and conditions?

Answer: Our City Attorney's office is generally not amenable to changes to our PSA.

Question: Does the City have a budget in mind for this work? We want to make sure we propose a scope that aligns with the City's expectations.

Answer: The City received a Climate Planning Grant for 100k that needs to be spent by June 2025 for this first municipal phase of the plan. The City expects to spend 250k total on the development of the municipal and community plans. The June 2025 target timeline is for the municipal phase of the plan.

Question: The RFP states "Through this process, the City aims to identify a single, full-service firm that will undertake the scope of this RFP." Is the City looking for one contractor who can perform all the work, without subcontractors? Or are teams of contractors eligible for this work, assuming the City would have one point of contact with the team?

Answer: The City is hoping to have a single firm develop the full EV Charging Infrastructure Plan, even though this initial SOW is just for the municipal phase of the project. Teams of contractors are eligible, so long as the project is led by the consultant.

Is there a funding, or other deadline driving the timeline for this work, or does the City have flexibility with regards to the schedule?

Answer: The June 2025 deadline is for 2 reasons – 1 Our 100k grant from the Dept of Commerce needs to be spent down by that time. 2 We are in the midst of designing a new Public Safety and Maintenance building and the municipal phase of the plan will inform the building design. The City aims to have the entire plan (including the Community phase) completed by the end of 2026.

Question: Can the City please confirm that Consultants performing on a Fixed Sum basis will not be subject to maintaining or submitting time and expense records along with the monthly invoices as the invoicing basis is the submission and acceptance of deliverables only?

Answer: Section 2 of the PSA describes what's required without distinguishing how the consultant will be paid (hourly, fixed sum or other). Those requirements are in place, regardless of payment structure.

Question: Can the City please confirm that Consultants performing on a Fixed Sum basis will not be required to maintain cost records for audit, but rather maintain

records appropriate to the contract type, including invoices, and deliverable acceptance?

Answer: Section 2 of the PSA describes what's required without distinguishing how the consultant will be paid (hourly, fixed sum or other). Those requirements are in place, regardless of payment structure.

Question: Can the City please confirm that Vendors who will be leveraging pre-existing IP to support the scope of work will be able to retain ownership of their proprietary tools, which derive economic value for their organizations and for which the commercial viability is dependent on not being generally known to the public or third parties?

Answer: Yes, confirmed.

Question: How many fleet vehicles does the City own and plan to include in this project?

The City fleet currently consists of ~100 vehicles and 5-10% of these are currently electric vehicles.

Question: The RFP references potential inclusion of the Mercer Island School District in this project. Can you explain further about the involvement of the school district in this effort. Also, is there information about the number and type of vehicles from the MISD that would be included and how many District sites would be involved?

Answer: This first, municipal, phase of the project will not include the Mercer Island School District. Considerations for the electrification of the MISD fleet should be included in the Community Phase, when planning for overall EV charging infrastructure but we are not looking to create a fleet electrification roadmap for MISD.

Question: Under the Background section, a phased approach is indicated for development of the City's Community-wide EV Charging Infrastructure Plan. Should proposal submittals (including budgets) respond to the entire Scope of Work as one phase, or the Project Elements as the first phase?

Answer: Project SOW submittals should be focused on this first phase of the project.

Question: Does the City of Mercer Island have any previous experience with EVs?

Answer: The City currently has some electric passenger vehicles as a part of its fleet and owns/operates 8 public EV chargers.

Question: Does the City have telematics available for its fleet vehicles?

Answer: No.

Question: Has the City considered hydrogen as part of its EV strategy?

Answer: The City has not evaluated hydrogen as an option. It was not something included in the City's Climate Action Plan.

Question: Will the City consider a deadline extension for proposal submissions?

Answer: Due to the tight timeline for plan completion, the City is not considering a deadline extension at this time.