



# Request for Quotes

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Peninsula Clean Energy, a California Joint Powers Authority, is seeking proposals from interested vendors for various types of Electric Vehicle (EV) charging equipment and charge management systems for use in the EV Ready Program. These equipment options will be incorporated into project cost estimates and recommended as preferred options for customers receiving technical assistance services from Peninsula Clean Energy.

Responses are due **July 26, 2024 at 5 PM** Pacific Time.

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# 1 RFQ OVERVIEW

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Peninsula Clean Energy Authority issues this Request for Quotes (RFQ) to seek quotes from qualified EV charging infrastructure and/or charge management providers for the EV Ready program.

This RFQ is requesting EV charging pricing, including hardware and any ongoing software or subscription costs, for qualifying EV charging equipment and/or charge management systems. These price quotes will be utilized in Peninsula Clean Energy's EV Ready Program, in which customers that are receiving free design assistance will be presented with optional charging recommendations as further described in the Background section below. The use of Level 1 and power-managed Level 2 charging stations, further detailed in Section 12, is a core component of Peninsula Clean Energy's right-sizing strategy to provide ubiquitous access to EV charging for the community.

Over 200 EV charging project plans and site designs have already been completed for Peninsula Clean Energy customers receiving technical assistance, representing over 2,000 chargers to be installed. The EV Ready program has a target of providing another 200 project plans and site designs over the next 1-2 years, potentially yielding approximately 2,000 additional chargers, ~4,000 chargers in total.

This RFQ-

- Provides general background on Peninsula Clean Energy
- Describes the products sought by Peninsula Clean Energy
- Provides an opportunity for Proposers to describe their products and pricing

## 1.1 Background

Peninsula Clean Energy's EV Ready Program is an EV charging infrastructure and technical assistance program to support multi-family, workplace, and public charging in San Mateo County and the City of Los Baños to support the installation of Level 1, Level 2, and Make Ready charging infrastructure. Approximately \$8 million in incentives funding is available. In addition to incentives, Peninsula Clean Energy is providing free, but optional, technical assistance to customers to help design their projects. Peninsula Clean Energy is currently managing nearly 300 customers receiving this technical assistance and intends to further expand in the coming 1-2 years, potentially representing thousands of chargers to be installed.

As a component of the technical assistance, Peninsula Clean Energy provides customers with estimated capital project costs and ongoing operational costs, which will be based on, in part, the pricing received in this RFQ. It is important to note that while Peninsula Clean Energy will be advising customers on EV charging selection, based on a variety of factors that include upfront

and ongoing costs, customer need, charging station system capabilities, etc., the choice of a charging solution is up to the customer.

Customers agree to share charging data with PCE to track usage over time. EVSE vendors will be asked to make usage data available to Peninsula Clean Energy when it is available through the vendor's software platform.

To address high ongoing fees to site hosts, the EV Ready Program prefers charging solutions with minimal to no software costs for site hosts.

This RFQ is seeking lower cost and low-power charging solutions, such as smart outlets (including Level 1 and Level 2), Level 2 charging stations with power management capabilities, and other power management systems, which are a central component of the EV Ready program strategy. This allows site hosts to install more chargers without having to go through the time-consuming and expensive process of electrical service upgrades. For residential settings where cars are parked an average of 12 hours overnight, research shows that 94% of drivers need the equivalent of about 1.65kW of charging<sup>1</sup> for satisfaction of typical daily charging needs with Level 1 charging or power-managed Level 2 charging.

Finally, in addition to charging infrastructure, this RFQ is also seeking pricing for energy or charge management systems that are detailed further in Section 12. These are systems that load balance EV charging infrastructure so as not to exceed a particular electrical capacity limitation or otherwise enable large quantities of EV charging at electrical-capacity limited properties.

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<https://www.peninsulacleanenergy.com/wp-content/uploads/2021/09/Determining-the-Appropriate-Level-of-Power-Sharing-for-EV-Charging-in-Multifamily-Properties.pdf>

## 2 ABOUT PENINSULA CLEAN ENERGY

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Peninsula Clean Energy is the not for profit locally-led electricity provider for San Mateo County and Los Banos. Our mission is to reduce greenhouse gas emissions by expanding access to sustainable and affordable energy solutions. The agency serves over 300,000 customers by providing more than 3,500 gigawatt hours annually of electricity that is 100% carbon-free.

Since Peninsula Clean Energy launched in October 2016 customers have saved over \$100 million and over 1 million metric tons CO<sub>2</sub>e from our electric service compared to 2016 baseline, equivalent to over 140 million gallons of gasoline use. The agency has earned investment grade credit ratings from Moody's and S&P. For more information on Peninsula Clean Energy, please go to [www.peninsulacleanenergy.com](http://www.peninsulacleanenergy.com).

### 3 RFQ SCHEDULE

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#### 3.1 RFQ Schedule

Event	Date
RFQ Posted on PCE Website	July 3, 2024
Deadline for Submitted Questions	July 16, 2024
Answers to Submitted Questions Posted on PCE Website	July 18, 2024
Offers Due	July 26, 2024

- Question & Answer:** Proposers may submit questions concerning the RFQ at [evready@peninsulacleanenergy.com](mailto:evready@peninsulacleanenergy.com).
- Offers Due:** Participants' Offers must be submitted via email to [evready@peninsulacleanenergy.com](mailto:evready@peninsulacleanenergy.com) and must include the required documents described in the Content of the Response section below.
- Offer Review:** Peninsula Clean Energy will evaluate all Offers according to the criteria listed below.

## 4 PROPOSAL SUBMITTAL

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Proposals must be received on or before the above deadline and submittal must be by email to [evready@peninsulacleanenergy.com](mailto:evready@peninsulacleanenergy.com) with the subject "Proposal - <Vendor Name> - EV Ready Program".

By participating in Peninsula Clean Energy's RFQ process, a Proposer acknowledges that it has read, understands, and agrees to the terms and conditions set forth in these RFQ instructions. Peninsula Clean Energy reserves the right to reject any offer that does not comply with the requirements identified herein. Furthermore, Peninsula Clean Energy may, in its sole discretion and without notice, modify, suspend, or terminate the RFQ without liability to any organization or individual. The RFQ does not constitute an offer to buy or create an obligation for Peninsula Clean Energy to enter into an agreement with any party, and Peninsula Clean Energy shall not be bound by the terms of any offer until Peninsula Clean Energy has entered into a fully executed agreement. Only electronic submittals will be accepted.

## 5 CONTENT OF RESPONSE

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Interested vendors must submit the following documents (except those marked “Optional”) to be considered for selection:

1. Cover Letter with the following elements (1 page):

- Reference to this RFQ
- Legal business name, address, telephone number, and business status (corporation, limited partnership, individual, etc.).
- Name of vendor’s representative with respect to this RFQ along with telephone number and email address.
- The signature of an authorized individual.

2. Please provide the following information by filling out the provided Excel form, [EVSE VENDOR RFQ RESPONSE TEMPLATE 2024](#), and attaching additional documents.

- Company information
- Equipment specifications and pricing
  - EVSE product details, price, and specification sheets
  - Networking hardware product details, price, and specification sheets
  - Additional hardware such as pedestals, cable management systems, or outdoor protective casing, product details, price, and specification sheets
  - Power-Sharing Configuration - Required for Level 2 Chargers
- On-going fee structures
  - Software service fees - describe different pay structures offered and services covered by that fee. Preference will be given to vendors who provide options for minimal to no software costs for site hosts.
  - Option to delay fees - does your charging solution include an option for delaying fees for equipment that is installed but not yet in use? A site host may choose to upsize the installation beyond current demand and wish to incur no fees until that equipment is assigned to a driver.
  - No-service-fee charging - does your charging solution have the ability to act as a “dumb” charger i.e. not providing any networking, billing, or user access capabilities and simply provide charging on plug in? Site hosts installing equipment on individual unit panels in individually deeded parking spaces may

not need networking, billing, or user access capabilities and wish to avoid those fees.

- Warranty term length and supporting documentation.
- Pricing for any additional services offered such as extended warranty or support options.
- Any additional product information required to recommend products to customers.

3. Certificates of Insurance for the following coverages:

- Commercial General Liability – for bodily injury, property damage, and personal injury \$1,000,000 – each occurrence \$2,000,000 – in aggregate

4. **Supplier Diversity Questionnaire (Optional):** Peninsula Clean Energy's Supplier Diversity Questionnaire can be downloaded at <https://www.peninsulacleanenergy.com/wp-content/uploads/2023/06/Supplier-Diversity-Questionnaire-V4.docx>. Please note, your response (or lack thereof) will have no impact on your contract status or eligibility to work with Peninsula Clean Energy in accordance with state law.



## 6 REVIEW PROCESS

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Peninsula Clean Energy will make recommendations to customers enrolled in Technical Assistance based on pricing, customer needs, charging station capabilities, etc. These recommendations will be unique to each project. The choice of which charging product to use is up to the customer. As such, no minimum or maximum sales quantities can be guaranteed.

The review process of this RFQ will consist of a validation of the minimum specifications for each charging type and overall pricing. Preference will be given to RFQ respondents who utilize ongoing pricing models that do not levy a fee on site hosts.

## 7 INCLUSION OF NON-PARTICIPATING AGENCIES

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PCE is asking all responding vendors to indicate their willingness to extend the terms of resulting contracts, inclusive of price, to other interested California-based municipalities, municipally-owned utilities and community choice energy programs. While this clause in no way commits these agencies to contract with PCE's awarded consultant, nor does it guarantee any additional orders will result, it does allow other agencies, at their discretion, to make use of PCE's competitive process (provided said process satisfies their own procurement guidelines) and purchase directly from the awarded contractor. All purchases made by other agencies shall be understood to be transactions between that agency and the awarded vendor; PCE shall not be responsible for any such purchases.

## 8 AGREEMENT TERMS

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Awardees will enter into a standard agreement for the systems, pricing, term, and promotion of the solutions to be provided. Modification of the contract terms may be proposed by the Proposer for consideration by Peninsula Clean Energy but are not guaranteed to be accepted. Rejection of the final terms from Peninsula Clean Energy is grounds for disqualification.

<https://www.peninsulacleanenergy.com/wp-content/uploads/2024/05/Contract-1-STANDARD-Template-Sept-2023.docx>

## 9 SUPPLIER DIVERSITY

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Consistent with its strategic goals, Peninsula Clean Energy has a strong commitment to foster a work environment that espouses sustainable business practices and cultivates a culture of innovation, diversity, transparency, integrity, and commitment to the organization's mission and the communities it serves. As part of that goal, Peninsula Clean Energy strives to ensure its use of vendors and suppliers who share its commitment to sustainable business and inclusionary practices.

To help ensure an inclusive set of vendors and suppliers, Peninsula Clean Energy's policy requires it to:

1. Strive to use local businesses and provide fair compensation in the purchase of services and supplies;
2. Proactively seek services from local businesses and from businesses that have been Green Business certified and/or are taking steps to protect the environment; and
3. Engage in efforts to reach diverse communities to ensure an inclusive pool of potential suppliers.

General Order 156 (GO 156) is a California Public Utilities Commission ruling that asks utility entities to set a goal to procure at least 21.5% of their contracts with majority women-owned, minority-owned, disabled veteran-owned and LGBT-owned business enterprises' (WMDVLGBTBEs) in all categories. Qualified businesses become GO 156 certified through the CPUC and are then added to the GO 156 Clearinghouse database.

The CPUC Clearinghouse can be found here: [www.thesupplierclearinghouse.com](http://www.thesupplierclearinghouse.com). Peninsula Clean Energy's policies and commitment to diversity are consistent with the principles of GO 156, and, therefore, respondents to this RFQ are asked to voluntarily disclose their GO 156 certification status as well as their efforts to work with diverse business enterprises, including those owned or operated by women (WBE), minorities (MBE), disabled veterans (DVBE), and lesbian, gay, bisexual, or transgender people (LGBTBE).

As a public agency and consistent with state law, Peninsula Clean Energy will not use any such provided information in any part of its decision-making or selection process. Rather, Peninsula Clean Energy will use that information solely to help evaluate how well it is conforming to its own policies and goals. Pursuant to California Proposition 209, Peninsula Clean Energy does not give preferential treatment based on race, sex, color, ethnicity, or national origin.

## 10 PENINSULA CLEAN ENERGY LEGAL OBLIGATIONS

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Peninsula Clean Energy is not obligated to respond to any offer submitted as part of the RFQ. All parties acknowledge that Peninsula Clean Energy is a public agency subject to the requirements of the California Public Records Act, Cal. Gov. Code section 6250 et seq. Peninsula Clean Energy acknowledges that another party may submit information to Peninsula Clean Energy that the other party considers confidential, proprietary, or trade secret information pursuant to the Uniform Trade Secrets Act (Cal. Civ. Code section 3426 et seq.), or otherwise protected from disclosure pursuant to an exemption to the California Public Records Act (Government Code sections 6254 and 6255) ("Confidential Information"). Any such other party acknowledges that Peninsula Clean Energy may submit to the other party Confidential Information. Upon request or demand of any third person or entity not a party to this RFQ ("Requestor") for production, inspection and/or copying of information designated as Confidential Information by a party disclosing such information ("Disclosing Party"), the party receiving such information ("Receiving Party"), as soon as practical but within three (3) business days of receipt of the request, shall notify the Disclosing Party that such request has been made, by telephone call, letter sent via email and/or by US Mail to the address or email address listed on the cover page of the RFQ. The Disclosing Party shall be solely responsible for taking whatever legal steps are necessary to protect information deemed by it to be Confidential Information and to prevent release of information to the Requestor by the Receiving Party. If the Disclosing Party takes no such action, after receiving the foregoing notice from the Receiving Party, the Receiving Party shall be permitted to comply with the Requestor's demand and is not required to defend against it.

## 11 GENERAL TERMS AND CONDITIONS

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- 1 **Peninsula Clean Energy's Reserved Rights:** Peninsula Clean Energy may, at its sole discretion: withdraw this Request for Proposal at any time, and/or reject any or all materials submitted. Respondents are solely responsible for any costs or expenses incurred in connection with the preparation and submittal of the materials for this RFQ.
- 2 **Public Records:** All documents submitted in response to this RFQ will become the property of Peninsula Clean Energy upon submittal and will be subject to the provisions of the California Public Records Act and any other applicable disclosure laws.
- 3 **No Guarantee of Contract:** Peninsula Clean Energy makes no guarantee that a contractor and/ or firm added to the qualified vendor list will result in a contract.
- 4 **Response is Genuine:** By submitting a response pursuant to this RFQ, Respondent certifies that this submission is genuine, and not sham or collusive, nor made in the interest or on behalf of any person not named therein; the submitting firm has not directly or indirectly induced or solicited any other submitting firm to put in a sham bid, or any other person, firm or corporation to refrain from submitting a submission, and the submitting firm has not in any manner sought by collusion to secure for themselves an advantage over any other submitting firm.

## 12 DETAILED PROJECT DESCRIPTION AND SCOPE

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Peninsula Clean Energy seeks pricing for various EV charging and EV charge management systems for use in its optional technical assistance services for customers. While Peninsula Clean Energy will recommend specific charging equipment, including expected pricing, when providing customers with EV charging project plans and site designs, charging equipment selection is at the customer's sole discretion.

Preference will be given to EV charging companies that utilize a utilization-based cost, such as an energy markup paid by EV drivers, instead of a flat-rate subscription cost paid by EV charging site hosts. Bidders are encouraged to provide their best pricing, including discounts for larger volume orders.

Bidders may provide pricing for one or more of the charging equipment types listed below.

### **Minimum Equipment Specifications:**

1. Level 1 or Level 2 Outlet
  - a. 110/120V or 208 – 240V, 15A – 50A circuit
  - b. Power Supply: 1.4 kW minimum
  - c. NEMA 110/120V or 208 – 240V receptable, heavy duty, commercial, or industrial grade
  - d. Ground Fault Circuit Interrupter (GFCI) receptacle
  - e. Must meet indoor or outdoor NEC requirements per installation location
  
2. Level 2 Charging Station (208 – 240V, 20A – 80A circuit)
  - a. SAE J1772 or North American Charging Standard (NACS)/SAE J3400 connector
  - b. NEMA 3R rated (outdoor rated hardware) minimum
  - c. Hardware must be new. No refurbished or repurposed equipment.
  - d. Charge management system requirements:
    - i. Level 2 chargers must have the ability to monitor and manage charging within a customer-set electrical capacity constraint at a group level (e.g. groups can represent chargers on individual circuits, panels, transformers, etc.).
    - ii. Charge management can be dynamic, even split, first in first out (FIFO), or other.
    - iii. Charge management system can be offered with the native software operating platform, through a third-party software operating platform, or in conjunction with a third-party hardware charge management device. If charge management can only be offered through a third-party hardware charge management device, technical specifications and pricing need to be included.
  
3. Charge Management System, including any of the features listed below:

- a. Load controller that utilizes a splitter box or other device to enable an EV charger or outlet to be connected directly to a residential unit electrical meter, including real-time power consumption reading, and de-energizes power to the EV charger or outlet when electrical capacity is limited.
- b. Battery Energy Storage System (BESS) that facilitates large quantities of EV charging at properties with limited electrical capacity.
- c. Other innovative products or solutions that facilitates large quantities of EV charging at properties with limited electrical capacity.