



Request for Proposal (RFP) LR 2301

Electric Vehicle Charging Management Services

ADDENDUM 1: Responses to Questions

May 25, 2023

RFP and Contract Process

Question 1: How many vendors will be selected? Do you intend to select only one that will support all member projects or a list of qualified vendors that members can select from?

Answer: The RFP intends to identify one or more vendors best able to provide the services described in the RFP at competitive rates. The RFP will result in one or more enabling agreements between NCPA and the vendor or vendors, based on an evaluation of the responses received.

Question 2: Are there any additional documents associated with this RFP beyond the document titled - NCPA_RFP_LR2301_EV_Managed_Charging_050323?

Answer: No, that is the only document currently associated with this RFP, other than this newly posted Addendum.

Question 3: Will the selected vendor work directly with NCPA and then serve members? Can the selected vendor count on one configuration and delivery?

Answer: NCPA will enter into the enabling agreement with the selected vendor(s) to establish terms and conditions, scope of services, and cost parameters. NCPA will oversee the administration of Members' specific task requests, including issuing the Purchase Order under the agreement receiving invoices, and making payments for services. The selected vendor(s) will work with Members directly to define the specific scope of work and budget for a task request, whether individual or joint. This RFP seeks potential solutions for managed EV charging programs, and NCPA seeks enabling agreements that provide flexibility for changing needs and changing technologies.



Pricing and Budget

Question 4: Can NCPA share the budget available for this RFP? Will it be funded by the individual municipal utilities?

Answer: There are no estimated project budgets at this time. The not-to-exceed budget for the enabling agreement (s) will be determined after the selection process, and will be structured so that one or more NCPA Members are able to rely on the joint procurement process and resulting enabling agreement(s). The budget of a specific project will be determined between the Member(s) requesting services and the Vendor for each task request, and the funding will come from the Member or Members requesting those services.

Question 5: How can we effectively determine the not-to-exceed service agreement amount, considering the RFP scope's extensive flexibility including preferred functionality, accommodation of utility members' requests for joint programs and customizations, and the potential for an unknown number of software licenses over the agreement's term?

Answer: NCPA is not requesting a specific price for a specific program, but rather an explanation and range of pricing for the program(s) the Respondent is prepared to offer. Pricing should include incremental costs for differences in number of customers participating and/or number of utilities participating, as applicable. See Section 6.8 of the RFP for more guidance on proposal pricing.

NCPA's RFP is intended to result in one or more enabling agreements so that NCPA Members can rely on the joint procurement process and contract for services as needed via NCPA's enabling agreements. The not-to-exceed budget for the enabling agreement (s) will be determined by NCPA after the selection process, and will be structured so that one or more NCPA Members are able to utilize the joint enabling agreement(s). Respondents may provide a suggested not-to-exceed that reflects a reasonable estimate of your firm's capacity to provide services over the term of the contract, but it is not required.

Question 6: Our solution has fixed SaaS fees and variable fees (based upon number of vehicles participating in the programs). How should we respond on price, not knowing the size of the utility or number of participating EVs?

Answer: Pricing information should be provided that accounts for the various types and scopes of projects that the Respondent may offer, based on the services and software the Respondent would provide.



Question 7: Is it advisable to allocate a budget for marketing expenses and incorporate them into the RFP response as a means to promote the program effectively?

Answer: Pricing information for any potential service provided should be included in the response so that they can be considered in the evaluation of costs and included in a potential agreement with NCPA. Because the enabling agreement will be for a range of services, pricing may be provided either as a suggested budget amount and/or hourly rates.

Question 8: Regarding the software transfer at the end of the term, our company's products already encompass 80% of the required functionality. The additional requirements mainly involve improvements that can be closely integrated with the main product functionality. We are planning to propose a combination of consulting fees for project management and a separate license fee agreement. We would appreciate your input on whether this arrangement would be acceptable for NCPA

Answer: If a Respondent intends to require a separate license agreement, please provide the proposed license agreement for evaluation so the entire cost and conditions of the proposal can be compared to other proposals. When vendors request licensing agreements, those agreements are often structured to be between the vendor and the NCPA member using those services to better align the license agreement benefits and burdens with the entity using the product. Please indicate whether such an arrangement would be acceptable to the Respondent.

Project Timing

Question 9: Will all NCPA member utilities be auto-enrolled in the program in August 2023, or will each Member elect to opt-in (i.e., more of a rolling enrollment)?

Answer: The expectation for "work commencing" in August 2023 indicates the earliest date that the contract would be executed and work could begin. The exact scope and timeline for a specific project will be determined after execution of the enabling agreement(s), and as discussed between the vendor and Member(s) seeking services. It is not expected that all NCPA member utilities will participate.

Question 10: Can you share which NCPA members have expressed interest in offering an EV managed charging program to their customers in Year 1?



Answer: Palo Alto, Silicon Valley Power, Roseville, and Healdsburg have expressed interest in launching an EV charging management program in the next 1-2 years. Additional NCPA Members have also expressed interest in such a project, but are unsure of the timing.

Question 11: It would be helpful to better understand the timing and objectives that NCPA members have in participating in this program. Is it possible for the procurement team to schedule a webinar where we can hear from participating agencies about their roll-out plans?

Answer: It is not possible to schedule a webinar during the RFP period. Specific scenarios may be discussed with the Respondents during the evaluation period to aid the scoring of responses. After NCPA enters into one or more enabling agreements with the selected vendors, NCPA can additionally facilitate discussion between the vendor(s) and Members to identify specific project scope and timing. Some members have EV community plans that may be helpful to better understand its program objectives.

Scope of Work - Enrollment

Question 12: How did NCPA come up with the estimated EV count in its member territories?

Answer: EV estimates were provided either directly by the Member utility or from the latest information available on the California Energy Commission's [dashboard for light-duty vehicle population](#).

Question 13: Of the 1,000-2,000 total EV enrollment target, can you provide any guidance as to how many customers you expect to be: a.) Residential, b.) Commuter, and c.) Commercial?

Answer: The initial enrollment is expected to be mostly residential customers. While there is also interest in incorporating commuter and commercial customers, NCPA and its Members have less data available on those populations.

Question 14: How many public charging stations are owned and operated by NCPA member utilities, currently? How many public chargers is NCPA looking for us to control? What public charger makes and models are used for the public chargers?

Answer: The number of public charging stations owned and operated by NCPA member utilities varies for each Member, and NCPA does not have current information on charger counts or charger makes and models. Participating Member(s) and selected vendors will determine whether owned public chargers should be included within a managed charging program during the selection and negotiation process. NCPA does not expect a substantial



number of public chargers to be included in an EV charging management program in the near term.

Question 15: Is there a reason that the scope of this program includes (3) different end-user classifications (i.e., Residential, Commuter, & Commercial)? Has NCPA considered focusing on one, or structuring unique pilots for each?

Answer: The RFP will result in one or more enabling agreements between NCPA and the selected vendor(s), based on an evaluation of the responses received. NCPA's Member utilities will determine which services to request ultimately and the scope of the program(s) provided, which may include one or more end-user classifications.

Question 16: Does NCPA have a desired incentive level for program enrollment and ongoing participation? If so, can you please share those desired incentive levels (i.e. \$100 / EV enrollment)?

Answer: Any incentive levels will need to be set by the participating Member or Members, and may differ between utility areas. Respondents may provide example incentive structures and available participating customer payment methods.

Question 17: Can you provide examples of the "existing customer communication channels" used by NCPA member utilities that will be used to help identify & enroll customers in the proposed program? (i.e., web, mobile, bill inserts, paper mail)

Answer: Common direct communication channels used by NCPA Members are email, paper mail, bill inserts, website, social media, flyers, and customer events. Specific plans for customer outreach by the member utility will depend on the participating Member(s). Respondents may provide suggestions for effective customer outreach methods.

Scope of Work - Technology

Question 18: Are you anticipating V2G services delivered through this program?

Answer: NCPA is requesting responses for managed charging, that may or may not include incorporating V2G services. The selected vendor(s) and participating Member(s) will further define the specific services needed for the requested managed charging program(s), and the timeline for such services.



Question 19: The RFP requirements mention, "*Use of open protocols to enable integration with other platforms and applications*":

- Which other platforms and applications is NCPA interested in the selected vendor integrating with?
- Which open protocols is NCPA interested in the selected vendor using?
- Are there any "must have" protocols, in order to be considered for selection?

Answer: Respondents should provide additional information on the protocols available and suggested so that the managed EV charging program can integrate and optimize with other technologies and platforms (vehicles, chargers, etc). There are no specific platforms, applications, or protocols that are "must have;" integration needs will be defined at the time of selection and negotiation of individual projects.

Question 20: Is NCPA willing / able to provide AMI usage data for the vendor to use for EV detection and targeting?

Answer: Some, but not all, NCPA Members have deployed AMI within their territories. The provision of AMI usage data will depend on the participating Member(s) and will be further defined during negotiations for a specific managed charging program.

Question 21: Are NCPA and its members interested in bidder capabilities to support customer participation via customer-owned networked home and/or commercial chargers? Or only through telematics?

Answer: NCPA and its Members are interested in various capabilities to support customer participation in a managed charging program, which should include telematics but may also include home and/or commercial chargers.

Question 22: For calculating the GHG emission reduction from managed charging, will NCPA provide GHG and carbon equivalencies for vendors to use?

Answer: Participating Member(s) will provide more specifications regarding GHG emission calculations, if included as part of a requested managed charging program. If utility-specific emissions factors are not provided, vendor(s) should expect to use state-wide averages as the default for emission reduction calculations.