



EBCE Municipal Fleet Electrification Study RFP

Request for Clarification - Due 09/19/19

EBCE Response to Questions Received: Issued 09/24/19

Question 1: Does EBCE have a published selection/scoring criterion that will be utilized to choose the winning proposal? Which stakeholders will be involved on the selection committee?

Response: No. Consultant selection will be based on evaluation committee review of respondent's ability to complete all tasks within the specified timeline, and reasonable budget (based on city fleet size, economies of scale) as detailed in the Scope of Work. The evaluation committee will consist of EBCE staff and representatives from each participating city.

Question 2: Is the selected Consultant and/or subconsultants selected for this RFP excluded from participating in future related RFPs, such as fleet electrification implementation?

Response: This solicitation is specific to the study and planning of fleet electrification. EBCE funding for does not cover costs of any implementation work, including hardware deployment. The outcome of the completed studies will be evaluated by participating cities to determine potential implementation pathways. At this time, no funding has been identified to support implementation efforts for any of the participating cities. Any installation of hardware, whether from the selected Consultant or otherwise, would be subject to a future procurement process.

Question 3: Can EBCE advise if there is a minimum/maximum budget target for the project scope?

Response: No. EBCE's solicitation for consultant services is intended to achieve economies of scale, reducing cost and complexity to EBCE and to the participating cities.

Question 4: Are the participating cities responsible for some cost share?

Response: No. EBCE is funding this project on behalf of the participating cities.

Question 5: Are there limitations on pages, and number of reference projects in each respondent's proposal.

Response: There is no page limit. However, brevity is appreciated and respondents are encouraged to develop well-organized proposals that are concise.

Question 6: Can EBCE please elaborate on the depth of study which is expected from this RFP. For example, will the results be used to advise the participating cities on potential actions they can take and items to consider when electrifying their fleets? Or, will the study results be used to make critical DER, including EV/EVSE, project and procurement decisions therefore requiring an in-depth level of technical and engineering detail?

Response: The studies and plans completed for each participating city through this project will guide decision making on fleet electrification (e.g., vehicle retirement next steps, EV procurement budgeting and deployment timelines, EVSE/DERs project budgeting and deployment opportunities and barriers).

As noted in the Scope of Work, the selected Consultant will work with the participating cities to understand their existing fleet, make specific recommendations for vehicle right sizing, retirement and electrification. Once that task is complete, the Consultant will work with the participating cities to understand where fleet EVs will be domiciled. At these sites the Consultant will assess current electrical capacity and make recommendations on any upgrades needed, the most appropriate EVSE technologies to meet the use case of fleet vehicles at that site, where EVSE technologies should be installed, and recommend other DER technologies that would benefit future project deployment (e.g., solar and/or battery energy storage).

The Consultant is expected to prepare general site drawings making recommendations on DER (including EVSE) technology deployment. However, neither EBCE, nor the participating cities, expect that the selected Consultant will prepare detailed electrical single line drawings for proposed infrastructure at each site.

Question 7: Should each participating city’s plan include “...maps illustrating the locations of charging infrastructure by type and quantity...”. Does this mean EBCE is seeking maps at the city level?

Response: Yes. Please see Response 6 and the Scope of Work.

Question 8: Please clarify the scope related to “right sizing” city fleets. Is the selected Consultant to determine if the number of current vehicles is too large to meet fleet needs? Or is the scope to determine battery sizes/range capabilities of EVs to meet fleet needs?

Response: Rightsizing takes a critical look at fleet operations to identify opportunities to reduce fleet size by retiring older/underutilized vehicles, consolidating multiple vehicles into a shared pool, and/or replacing vehicles that are unsuitable (e.g., oversized) for their current application with an EV. Fleet rightsizing will help participating local governments optimize vehicle use and fleet electrification efforts which will be critical for budgeting for EV/EVSE procurement planning. In addition to making rightsizing recommendations based on fleet analysis, the selected

Consultant will make specific vehicle electrification recommendations based on current vehicle application/use case.

Question 9: Does EBCE anticipate this project aligning with EBCE investment, including incentives, for EVSE on behalf of participating cities in FY20 or beyond?

Response: Yes.

Question 10: Does EBCE anticipate a phase two of this project involving the rest of its member cities and the County of Alameda.

Response: It is to be determined whether there will be a phase two that supports additional EBCE local government stakeholders. Factors that will influence phase two project development include budget availability and stakeholder interest in fleet electrification.

Question 11:

- Are there any known gaps in data availability to support EV suitability analysis?
- Do any of the participating fleets have data they will share on the frequency, times, and durations of reservations of pooled vehicles (as applicable) in their fleet?
- Will EBCE provide the selected consultant this data in an Excel/CSV/other format?

Response: A full breakdown of the vehicle fleet composition data will be made available to the selected Consultant for analyses, and the selected Consultant will have the opportunity to gain more insight through direct municipal fleet manager/staff coordination. The level of detail available for each city, and format of data will vary. For example:

- City of Albany: Does not have telematics data, will share other fleet data to support analysis.
- City of Oakland: Has telematics data for approximately 50% of on-road fleet (est. 800 units). The City is able to produce reports using telematics data and export them in multiple formats, including Excel. Additionally, the City has a fleet management software system that is capable of producing reports that can be exported in Excel.
- City of Berkeley: Does not have telematics data at this time but does have a fleet management system that exports data in Excel format.
- City of Dublin: TBD