

## Level 2 Workplace RFP Q&A – Monday, June 27, 2022

- ◆ Can you say more about ineligible sites being places that are “publicly accessible.” The situation we’re looking at is a charging station in a parking lot that serves a small grocery store. Grocery store staff park their vehicles in that parking lot. Naturally, shoppers park their vehicles in the same lot
  - The workplace chargers should be used for employees or fleet vehicles only and not for everyone. There is another program called “Public Access” that may better suit your needs
- ◆ How long should we expect before we are granted access to the GMS?
  - If everything provided is complete (forms) and accurate then it goes to the SAP team for access; this process could take 2 weeks or longer to get access.
- ◆ If a workplace receives approval of the funds, what is the timeline for procuring and installing the EVSEs?
  - An award letter will be sent to the authorized representative, and they will have 15 business days to accept or decline the award by completing the Level 2 Rebate Agreement and returning to NCDEQ. Once the DEQ Purchasing Director has signed the agreement the fully executed copy will be sent to the authorized representative. Once the agreement is fully executed the awardee will have one year to procure and install the EVSE.
- ◆ Do they have to have a quote prior to submitting an application?
  - Yes, quotes are required with your application
- ◆ Does a written proposal need to be submitted thru GMS or is it just quotes with model numbers?
  - Yes, be as descriptive as possible
- ◆ In the last example, do we enter charging capacity per port or for total number of ports (ex: 2)?
  - Information is per port
- ◆ Can you explain this phrase more: “The stations must be networked via communications protocol with smart charging controls.” RFP P.8
  - Level 2 chargers come a networked or not networked. Networked has internet access. Non-networked does not have internet connectivity. All chargers funded in this program must be networked.
- ◆ What counts as proof that all employees are permitted to use the EV charging station?
  - The Workplace Certification Form is a required attachment with all applications.
- ◆ What if our authorized representatives have changed several times over the past year because of turn over? How do I confirm who those people are? Is it listed in the GMS somewhere?
  - You are responsible for providing this information to DAQ on your application and then we will make the changes as necessary if this information changes after submitting the application.
  - The authorized representative does not necessarily need access to GMS if they authorize someone else to submit applications and claim invoices on their behalf.
- ◆ In the RFP on P.10 the Rebate Funding Calculation Form link is taking me to a “page not found.” Is there a different link?

- This has been corrected – it's page 9 in the RFP. This link is also on the website under Documents and Workshops – Application.
- ◆ Do I need to do a RFP for vendors or get more than 1 quote?
  - If your organization needs more than one quote, then follow that guidance. We only need one quote from a vendor.
- ◆ We have a deposit down and order for an electric vehicle for our fleet. Are we eligible to apply for this funding or do we need to currently own and have in our possession at least one EV?
  - If you have already started the purchasing process for EVSE, it would not be eligible for this program.
  - The definition of fleet in the RFP means owning at least one vehicle at the time of application, or the intent and commitment to purchase the vehicle – documentation will be needed.
- ◆ Can more than one employee of an organization establish an NCID for this program?
  - An organization is allowed up to 3 people to have access to the Grants Management System at any given time. If an employee leaves the organization, the program manager should be notified so that person can be removed from the system.
- ◆ Does the 5 employee requirement have to be from the company that owns the building? For example, if my company owns the building and leases to different companies. The chargers would be meant for employees of that building. Is that, Okay?
  - If the building owner applies for the chargers, then if they can prove that employees of the leased areas will use these chargers, then yes, they will be eligible.
- ◆ Following up on the question asked before. We have a parking garage for employees of the building we own. This parking garage has a gate that employees have access to. The chargers are meant for employees, but his lot is able to be access by the public for a fee. Would this be eligible?
  - There may need to be signage indicating that these chargers are exclusively for the employees of the organization
- ◆ Do we need to offer free charging for a rebate project?
  - No. The EVSE owner determines if there is a fee to use the chargers. The chargers must be credit card compliant regardless of other payment options available
- ◆ Do we have a sense of how competitive this round of funding will be and how time sensitive submitting an application would be?
  - It is premature to answer this question. You should prepare your application as soon as possible and submit it.