

REQUEST FOR PROPOSAL 387-18
Level 2 Electric Vehicle Charging Stations



Procurement Division
111 East Maple, PO Box 1019
Independence, MO 64051-0519

ATTENTION RFP RESPONDENT – COMPLETE AND RETURN WITH PROPOSAL

Responding Firm _____ Phone Number _____
(Please print or type)

Address _____ City _____ State _____ Zip _____

Name of Authorized Agent _____ Email _____

If you choose not to submit a proposal, please tell us why _____

The only authorized source for Request for Proposal (RFP) forms, addenda, and information regarding this RFP is www.publicpurchase.com. Using RFP forms, addenda, and information not obtained from www.publicpurchase.com creates the risk of not receiving necessary information about the RFP that may eliminate your proposal from consideration.

Submit questions regarding this RFP online at www.publicpurchase.com by deadline in the RFP schedule.

Proposals shall be submitted online via www.publicpurchase.com by the date and time indicated. Paper, fax, or email responses will NOT be accepted and will not be returned to sender. Proposals are sealed in a virtual lockbox that can only be opened after the Request for Proposal (RFP) closing date and time, to maintain confidentiality of the proposal. All proposals are subject to the terms and conditions herein.

Submission of a proposal shall be deemed a firm offer and is not revocable within 120 days after response deadline.

**Level 2 Electric Vehicle Charging Stations
Request for Proposal 387-18**

Proposed RFP Schedule

These dates and times are subject to change:

Issue RFP	May 4, 2018
Deadline for questions	May 24, 2018, 1:00 p.m. local time
Proposals due	May 25, 2018, 5:00 p.m. local time
Evaluation	May 25 – June 15, 2018
Recommendation to Council	July 2, 2018
Notification of award	July 5, 2018

Structure of the RFP

For the convenience of the respondent, this RFP is structured as follows:

Section 1 – Introduction
Section 2 – Background
Section 3 – Scope of Services
Section 4 – Pricing
Section 5 – Proposal Submission Requirements
Section 6 – Evaluation Criteria
Section 7 – Evaluation Process
Section 8 – Right of Protest
Section 9 – Cooperative Procurement with Other Jurisdictions
Attachment 1 – Affidavit
Attachment 2 – Proposal Pricing Submittal Form
Attachment 3 – Respondent Data Sheet

Missouri Sunshine Law

The Respondent acknowledges and agrees that the City is bound by the Missouri Open Records Law (Sunshine Law) and cannot protect information for the sole reason that it is marked “confidential” or “proprietary”. All information submitted in response to this RFP shall be available for public review in accordance with all federal, state and local laws after: 1) posting of the Notice of Intent to Award; 2) a contract has been executed; or 3) all proposals have been rejected. Requests must be submitted in writing to the Procurement Manager, City of Independence

Level 2 Electric Vehicle Charging Stations Request for Proposal 387-18

1. INTRODUCTION

The City of Independence, Missouri requests the submission of proposals from qualified firms to provide Level 2 Dual Electric Vehicle Charging Stations for the Power & Light Department (IPL) on an “as needed” basis. The City does not guarantee any specific number of units to be purchased. The City reserves the right to award multiple, annual agreements as a result of this solicitation. Pricing may be revised upon renewal of the agreements.

2. BACKGROUND

In February 2018, the Independence City Council passed a Resolution 6290 promoting the increase of electric vehicle charging stations in the City. Accordingly, the City of Independence, Power & Light Department (IPL) is now planning for the installation of several Electric Vehicle Charging Stations within the City limits of Independence. The City is the fifth largest city in the state of Missouri with a population of approximately 121,000. The City owns and operates its electric system with IPL responsible for the operation and maintenance of the system. IPL was established in 1901 and serves over 57,000 electric customers located within the corporate limits of the City.

3. SCOPE OF SERVICES

IPL is seeking proposals from qualified Vendors for the purchase of an estimated quantity of 25 Level 2 Dual Electric Vehicle Charging Stations which would include all costs associated with providing network service. These stations need to connect to, communicate with, and charge all standard original equipment manufacturer's (OEM) electric vehicles. IPL will be responsible for all installation and maintenance of the units. An alternate proposal may be submitted to include a lease option.

Minimum Specifications for Charging Station:

- Level 2 – Defined as a charging method that allows an electric vehicle (EV) to be connected to permanently wired electric vehicle supply equipment (EVSE) with a specialized connector with a minimum power level at 240 VAC of 6.6 kW.
- Must be dual pedestal mount equipped to charge two (2) electric vehicles simultaneously and be equipment with a cord connector that complies with the Society of Automotive Engineers (SAE) J1772 standard
- Must be able to provide communications capability for data access and charging station management
- Must have the ability to measure and record energy usage and time of use statistics.
- Be able to connect, communicate, and charge all current Original Equipment Manufactured electric vehicles.

EVSE Supplier Requirements:

- The proposed EVSE Supplier shall demonstrate and provide evidence showing a minimum of three (3) years of direct manufacturing experience with electric vehicle charging stations in the U.S. markets.

Equipment Requirements - All Electric Vehicle Supply Equipment (EVSE) must meet the following minimum requirements:

- Certifications – All EVSE must be listed and labeled as required by the National Electrical Code (NEC) section 625.5 and be Federal Communication Commission (FCC) compliant. Charging systems shall be certified (listed and labeled) to Underwriters Laboratories (UL) UL 2594 (Standard for Electric Vehicle Supply Equipment).

- Warranty – Vendor shall provide a minimum of one year manufacturer warranty on all EVSE equipment. The warranty shall include repair or replacement of the EVSE parts and equipment as needed to correct any defects or failure. The warranty shall include all materials, equipment, tools, labor and incidentals necessary to complete such repairs or replacements.
- On-site Warranty Repair Services – The Vendor shall acknowledge the Customer warranty repair requests within three (3) business days from the time the City makes the initial contact. The Vendor shall initiate and complete the on-site repair or replacement service(s) within ten (10) business days from Contractor's acknowledgement of request.
- Technical Support – The Vendor shall provide skilled and experienced customer service technical support, via telephone or e-mail, during normal business hours (8:00 a.m. to 5:00 pm. CST/CDT). The Technical support specialist shall be fully trained to answer questions concerning the charging network, the EVSE, and any software or billing inquiries. Technical support shall be available during and after the warranty period at no additional cost to the City.

Physical Appearance and Design of Equipment:

- EVSE Enclosure: The EVSE enclosure must be constructed for use outdoors in accordance with the Standard for Enclosures for Electrical Equipment, NEMA® Type 3R exterior enclosure or equivalent.
- Environmental: The EVSE must be capable of operating without any decrease in performance over an ambient temperature range of minus 22 to 122 degrees Fahrenheit with a relative humidity of up to 95 percent.
- Cord Management System: The EVSE must incorporate a cord management system or method to eliminate potential for cable entanglement, user injury or connector damage from lying on the ground.

Customer Payment Options – each EV Charging Station should:

- Be capable of supporting multiple point-of-sale methods, such as pay-per-use and subscription methods, including the ability to accept credit or debit cards without incurring additional fees, inconvenience or delays versus other payment or access control methods; payment via mobile application; RFID; Smart Cards, etc.; and
 - (As applicable): Adhere to and demonstrate compliance with all relevant Payment Card Industry Compliance (PCI) standards.
- Preferentially have a point-of-sale and supporting network that uses an open protocol to allow subscribers of other EV charging system networks to access the EV Charging Station; however, proprietary networks will be considered also

Data Capture Requirements - each EV Charging Station should have network communications that, at a minimum:

- Provide the following information for each charging transaction, at each charging location:
 - (i) Charging data such as date and time of usage (start and stop time) and accurate utilization rates;
 - (ii) Total kWh and Total kW draw;
 - (iii) Total dollar amount charged to the user;
 - (iv) Station status and health in real time;
 - (v) Malfunction or operating error; and
 - (vi) Full site level usage report presented Quarterly.
- Complies with all applicable local, state and federal regulations.

4. **PRICING**

The Proposal Pricing Subittal Form can be found in Attachment 2.

5. **EVALUATION CRITERIA**

Proposals received will be evaluated on the criteria listed in this section. There is a grand total possible score of 125%, which includes the additional possible 25% for onsite interview and demonstration; considered bonus points. The respondent is cautioned that it is the respondent's sole responsibility to submit information related to the evaluation categories. The City is under no obligation to solicit such information, if it is not included in the respondent's original proposal. Failure to provide such information may have an adverse impact on the evaluation of the respondent's proposal.

	Maximum % Weight
1 Evidence of Experience & References	25%
<ul style="list-style-type: none">• Total years of direct manufacturing experience• References from at least 3 clients that are similar to the City of Independence	
2 Electric Vehicle Supply Equipment (EVSE) Proposed	40%
<ul style="list-style-type: none">• Quality and Apperance• Functionality, performance, energy efficiency, etc.• Availability of multiple Level 2 Models with power output options from 6.6 kW (40 Amps) to 19.2 kW (100 Amps)• Customer Payment Options• Data Capture Features• Features that aide in the ease of installation• Warranty	
3. Responsiveness to RFP	15%
<ul style="list-style-type: none">• Response to overall proposal and compliance with submission guidelines• Proposal presentation (completeness, organization, apppearance, etc.)	
4. Cost	20%
<ul style="list-style-type: none">• Fee schedule included for pricing; includes equipment, training, warrentee repair services, technical support and anything else pertaining to cost.	
5. Interview and Demonstration (if requested)	25% bonus
<ul style="list-style-type: none">• This criterion will be scored following the demonstration of the Electric Vehicle Supply Equipment (EVSE) on City property• The score will be aggregated with the proposal scoring	

The respondent is cautioned that it is the respondent's sole responsibility to submit a response to the RFP requirements including evaluation categories. The City is under no obligation to solicit the information after RFP closing if it is not included in the respondent's original proposal. Failure to provide such information may render the proposal nonresponsive.

6. PROPOSAL SUBMISSION REQUIREMENTS

Proposals must be received by the date and time stated on page 2, through www.publicpurchase.com. Paper, fax, or email proposals will NOT be accepted and will not be returned to sender. The respondent shall submit, at a minimum, the following information/documents as part of the proposal:

- A. Cover sheet, completed;
- B. Letter of intent/introduction from respondent;
- C. Affidavit, completed and notarized (scanned copy is acceptable);
- D. Response to the requirements in this RFP;
- E. Proposal Pricing Submittal Form and Respondent Data Sheet, completed.

Proposals will not be accepted after the deadline for submission, regardless of the reason. Any exceptions to the RFP must be submitted as part of the proposal. Firms selected for award will be required to provide proof of insurance and City of Independence business license as stipulated herein.

7. EVALUATION PROCESS

The City will deem a proposal nonresponsive when critical information is lacking, or the submission represents a major deviation from the requirements of this RFP. Minor omissions or informalities may be waived at the sole option and discretion of the City. The City also reserves the right to reject any and all proposals, make no award, or make multiple awards as a result of this solicitation. Responsive proposals will be evaluated in the following manner:

- A. An evaluation committee will review and rank all proposals individually according to the criteria established in this RFP. The committee may contact respondents if any clarification is needed on the proposal.
- B. Respondents whose proposals are ranked the highest by the evaluation committee may be asked to participate in an interview and/or demonstration process to ensure a mutual understanding of both the City's requirements and the respondent's proposal. Interviews may be conducted either in person or by telephone. However, the committee may decide that interviews or demonstrations are not necessary and make recommendations for award based on the information provided in the proposal.
- C. The firm that provides the City with the most reliable and cost effective services based on the established evaluation criteria will be recommended to the City Council for approval.

In accordance with federal, state and local laws, the proposal documents will be available for public review following: rejection of all proposals; posting of the Notice of Intent to Award; execution of the contract and/or purchase order.

8. RIGHT OF PROTEST

A Notice of Intent to Award will be posted on the Internet at www.publicpurchase.com. Any protest must be filed within five (5) business days of the date of posting of the Notice. Neither the City nor www.publicpurchase.com shall be responsible for directly notifying respondent of the Notice of Intent to Award. Protests must be received in the office of the Procurement Manager and must contain the company name, address, phone number and signature of the authorized representative; solicitation number; a detailed statement describing the grounds for the protest; and supporting evidence or documents to substantiate the claim. The Director of Finance will review the information provided and issue a written decision within five (5) business days of receipt of the protest. This decision shall be final.

9. COOPERATIVE PROCUREMENT WITH OTHER JURISDICTIONS

This section is optional and does not impact evaluation of proposals. State in your proposal if you will extend any contract resulting from this RFP to other jurisdictions, under the same terms and conditions, as described herein.

- The respondent agrees to provide products and services to any municipality, county, state, governmental public utility, nonprofit hospital, educational institution, special government agency, and nonprofit corporation performing governmental functions.
- Sales will be made in accordance with the prices, terms, and conditions of the Request for Proposal and any subsequent agreement or contract.
- All sales to other jurisdictions will be made on purchase orders or the mechanism for purchase used by the ordering jurisdiction. All receiving, inspection, payments and other contract administration will be the responsibility of the ordering jurisdiction. The City of Independence assumes no responsibility and is under no obligation for these separate contractual transactions.

10. TERMS AND CONDITIONS

TERM OF CONTRACT

The City may award one or more contracts as a result of this RFP, or the City may make no awards. If award is made, any contract will be for a one-year period of time with up to four, one-year extensions, based on mutual agreement between the City and the awarded vendor.

COMPENSATION

The City shall pay the successful respondent an amount not to exceed the amount stated in the fee schedule included in the respondent's proposal.

Payment will be made by the City within thirty (30) days of receipt of the monthly invoice. Payment with the City's credit card is the preferred method of payment, provided no processing fees are assessed. If respondent will not accept the City's credit card, payment will be made via check on a Net 30 basis.

The City is exempt from State of Missouri sales and use taxes on purchases made directly for the City. Successful respondent shall not include any sales or use taxes on transactions between the Successful respondent and City.

PERMITS AND LICENSES

The successful respondent shall procure all necessary local permits and licenses and a City of Independence occupation license, unless exempt under state law.

Successful respondent will abide by all applicable laws, regulations, and ordinances of all federal, state, and local governments in which work under this contract is performed and will require the same of all sub-contractors.

The successful respondent must furnish and maintain certification of authority to conduct business in the State of Missouri.

OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

Except as otherwise provided herein, documents, drawings, and specifications prepared by successful respondent as part of the services shall become the property of City, provided, however, that successful respondent shall have the unrestricted right to their use. Notwithstanding the foregoing, City accepts that any re-use of the documents or intellectual property shall be at City's sole risk and liability.

CHANGES, DELETIONS, OR ADDITIONS TO CONTRACT

Either party may request changes within the general scope if a contract is awarded. If a requested change causes an increase or decrease in the price or time required to perform the contract, City and successful respondent will agree to an equitable adjustment of the contract price, period of service, or both, and will reflect such adjustment in a change order or written modification.

STANDARD OF CARE

Successful respondent shall exercise the same degree of care, skill, and diligence in the performance of the services as is ordinarily possessed and exercised by a peer professional under similar circumstances.

LIABILITY AND INDEMNIFICATION

Having considered the potential liabilities that may exist during the performance of a potential contract and the successful respondent's fee, and in consideration of the mutual covenants contained in the contract, City and successful respondent agree to allocate and limit such liabilities in accordance with this section:

Successful respondent agrees, to the fullest extent permitted by law, to indemnify and hold harmless the City, its officers, directors, and employees, against all damages liabilities or costs, including reasonable attorneys' fees and defense costs, to the extent caused by the successful respondent's negligent performance of services under the contract and that of its sub-contractors, or anyone for whom the successful respondent is legally liable. Successful respondent shall indemnify City against legal liability for damages arising out of claims by successful respondent's employees.

INSURANCE

The successful respondent shall procure and maintain insurance against claims for injuries to persons or damages to property, which may arise from or in connection with the materials, equipment, or supplies provided to the City. The insurer(s) must be licensed for business in the State of Missouri and maintain an A.M. Best rating of no less than A: VII; or an insurer approved by the City. Each policy requires a minimum cancellation notification of at least thirty (30) days' advance written notice to the City.

(1) General Liability Insurance, with bodily injury and property damage limits of \$1,000,000 for each occurrence with a \$2,000,000 general aggregate and \$2,000,000 products and completed operations aggregate.

(2) Professional Liability or Errors and Omissions Insurance, with a limit of \$1,000,000 annual aggregate.

(3) Automobile Liability Insurance, with bodily injury limits of \$1,000,000 for each person and \$1,000,000 for each accident, and with property damage limits of \$1,000,000 for each accident.

The above limits are the minimum acceptable and do not infer or place a limit on the liability of the successful respondent. The City is to be named as an additional insured as the City's interest may appear for the General Liability and the Automobile Liability Insurance. The successful respondent's insurance shall be primary and any insurance or self-insurance maintained by the City shall be excess for the City and not contribute with the coverage maintained by the successful respondent.

The City shall not obtain worker's compensation insurance on behalf of the successful respondent or the employees of the successful respondent. The successful respondent shall comply with the worker's compensation law concerning its business and its employees.

SHIPPING, TITLE, AND RISK OF LOSS

All sales and deliveries are F.O.B. City.

DELAY IN PERFORMANCE

Neither City nor successful respondent shall be considered in default of this contract for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. Such circumstances include, but are not limited to abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restrains; and inability to procure permits, licenses, or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either City or successful respondent as required. Should such circumstances occur, the non-performing party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of the contract.

TERMINATION

City may terminate or suspend performance of a contract that results from this solicitation, for City's convenience upon written notice to successful respondent whom becomes the contractor. Contractor shall terminate or suspend performance of the services on a schedule acceptable to City. If termination or suspension is for City's convenience, City shall pay contractor for all the services performed till the date of the termination by the City or suspension expenses. Upon restart, an equitable adjustment shall be made to contractor's compensation.

The contract may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of the contract. The nonperforming party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure acceptable to the other party. In the event that funding for the contract is discontinued, City shall have the right to terminate this contract immediately upon written notice to contractor.

WAIVER

A waiver by either City or successful respondent of any breach of the contract shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

SEVERABILITY

The invalidity, illegality, or unenforceability of any provision of the contract or the occurrence of any event that renders any portion or provision of the contract void shall in no way affect the validity or enforceability of any other portion or provision of the contract. Any void provision shall be deemed severed from the contract, and the balance of the contract shall be construed and enforced as if this contract did not contain the particular portion or provision held to be void. The parties further agree to amend the contract to replace any stricken provision with a valid provision that comes as close as possible to the intent of the stricken provision. The provisions of this section shall not prevent the entire contract from being void if a provision, which is of the essence of this contract, be determined void.

SUCCESSORS AND ASSIGNS

City and successful respondent each binds itself and its directors, officers, partners, successors, executors, administrators, assigns, and legal representatives to the other party to the contract and to the directors, officers, partners, successors, executors, administrators, assigns, and legal representatives of such other party in respect to all provisions of the contract.

ASSIGNMENT

Neither City nor successful respondent shall assign any rights or duties under the contract without the prior written consent of the other party. Unless otherwise stated in the written consent to an assignment, no assignment will release or discharge the assignor from any obligation under the contract.

THIRD PARTY RIGHTS

Nothing in this document shall be construed to give any rights or benefits to anyone other than City and successful respondent.

INDEPENDENT CONTRACTOR

Each party shall perform its activities and duties hereunder only as an independent contractor. The parties and their personnel shall not be considered to be employees or agents of the other party. Nothing shall be interpreted as granting either party the right or authority to make commitments of any kind for the other. A contract resulting from this solicitation shall not constitute, create, or in any way be interpreted as a joint venture, partnership, or formal business organization of any kind.

AUDIT

Successful respondent agrees that the City, or a duly authorized representative, shall, until the expiration of three (3) years after final payment under a successful contract, have access to and the right to examine and copy any pertinent books, documents, papers, and records of the successful respondent involving transactions related to the contract.

EQUAL EMPLOYMENT OPPORTUNITY

During the performance of this contract or purchase order, the successful respondent agrees as follows:

The successful respondent will not discriminate against any employee or applicant for employment because of race, age, color, religion, sex, national origin or any other legally protected category. The successful respondent will take affirmative action to ensure that applicants are employed, and that employees are treated fairly during employment, without regard to their race, age, color, religion, sex, or national origin. Such action shall include, but not be limited to, the following: employment, upgrading, demotion, or transfer; recruitment or recruitment advertising; layoff or termination; rates of pay or other forms of compensation; and selection for training including apprenticeship. The successful respondent agrees to post in conspicuous places, available to employees and applicants for employment, notices to be provided setting forth the provisions of this nondiscrimination clause.

The successful respondent will, in all solicitations or advertisements for employees placed by or on behalf of the Successful respondent, state that all qualified applicants will receive consideration for employment without regard to race, age, color, religion, sex, or national origin.

The successful respondent will send to each labor union or representative of workers with which he or she has a collective bargaining agreement or other contract or understanding a notice to be provided by the Contract Compliance Officer advising the said labor union or workers' representatives of the successful respondent's commitment under this section and shall post copies of the notice in conspicuous places available to employees and applicants for employment.

The successful respondent will comply with all provisions of Executive Order 11246 of September 24, 1965, and of the rules, regulations, and relevant orders of the Secretary of Labor.

The successful respondent will furnish all information and reports required by Executive Order 11246 of September 24, 1965, and by rules, regulations and orders of the Secretary of Labor, or pursuant thereto, and will permit access to his or her books, records, and accounts by the Department and the Secretary of Labor for purposes of investigation to ascertain compliance with such rules, regulations, and orders.

In the event of the successful respondent's noncompliance with the non-discrimination clauses of this contract or purchase order with any of the said rules, regulations, or orders, this contract or purchase order may be canceled, terminated, or suspended in whole or in part, and the organization may be declared ineligible for any further government contracts or purchase order or federally assisted contracts in accordance with procedures authorized in Executive Order 11246 of September 24, 1965, or by rules, regulation, or order of the Secretary of Labor, or as otherwise provided by law.

The successful respondent will include the portion of the sentence immediately preceding paragraph (1) and the provisions of paragraphs (1) through (7) in every subcontract or purchase order unless exempted by rules, regulations, or orders of the Secretary of Labor issued pursuant to Section 204 of Executive Order 11246 of September 24, 1965, so that such provisions will be binding upon each sub-

contractor or vendor. The successful respondent will take such action with respect to any sub-contractor or purchase order as the Department may direct as a means of enforcing such provisions, including sanctions of noncompliance; provided, however, that in the event an successful respondent becomes involved in, or is threatened with litigation with a sub-contractor or vendor as a result of such direction by the Department, the successful respondent may request the United States to enter into such litigation to protect the interest of the United States.

GOVERNING LAW

Contracts shall be governed by the laws of the State of Missouri. The City and the successful respondent agree that the performance of a contract will be deemed to have occurred in the State of Missouri and that successful respondent's performance under the contract will be deemed the transaction of business in Missouri. Jurisdiction and venue for any claim or cause of action arising under the contract shall be exclusively in the Sixteenth Judicial Circuit of Missouri and the successful respondent submits to personal jurisdiction of and waives any personal jurisdiction or inconvenient forum objection to, that court.

COMMUNICATIONS

Any communication shall be made in writing to the authorized representative at the address specified below:

Successful respondent: _____

City: Procurement Manager, 111 E. Maple, Independence, MO 64050

Nothing contained in this section shall be construed to restrict the transmission of routine communications between representatives of successful respondent and City.

SEPARATE CONTRACTS

City and successful respondent each reserve the right to, from time to time, enter into other contracts for specific projects. If such contracts are separately approved in writing by the parties, the terms and conditions of those contracts shall prevail for the specific projects set forth therein.

ENTIRE CONTRACT

The RFP document, successful respondent's proposal, and purchase order shall constitute the entire agreement. In case of a discrepancy, the purchase order shall take precedence over the RFP document and the RFP document shall take precedence over the Contractor's response. All previous or contemporaneous agreements, representations, promises and conditions relating the successful respondent's services described herein are superseded.

NON-COLLUSION AFFIDAVIT

STATE OF _____)
) SS.
 COUNTY OF _____)

_____ of the City of _____
 _____, County of _____, State of _____,

being duly sworn on her or his oath, deposes and says:

1. That I am the _____ (Title of Affiant) of
 _____ (Name of Respondent) and
 have been authorized by said Respondent to make this affidavit on the Respondent's behalf;
2. No Councilmember, nor the City Manager, the Director of Finance or the City Procurement Manager is financially interested in what the Respondent is offering to sell to the City pursuant to this invitation, nor is the Respondent a City employee or board member whose proposal creates a conflict of interest. A conflict of interest would arise if a City employee or board member is in a position to affect either the decision to solicit proposals or the selection of the successful respondent;
3. Respondent has not participated in collusion or committed any act in restraint of trade, directly or indirectly, which bears upon anyone's response or lack of response to this Invitation; and
4. The authorized signer of this document certifies that the organization and each of its principals are not suspended or debarred by the City of Independence, State of Missouri or Federal government.

_____ (Name of Respondent)
 By: _____ (Signature of Affiant)
 _____ (Title of Affiant)

Subscribed and sworn to before me this _____ day of _____, 20____.

(SEAL)

 NOTARY PUBLIC in and for the County of _____
 State of _____

My commission expires:

ATTACHMENT 2 - PROPOSAL PRICING SUBMITTAL FORM

The Vendor shall provide in the manner described and specified in this Request for Proposal all necessary materials, apparatus, information, data, freight and other items necessary in accordance with the Scope of Services as described in Section 3.0.

The intent would be to purchase approximately twenty five (25) level 2 dual electric vehicle charging stations over a period of one year. Please indicate the unit price for each based on the expected number of total units. Please indicate in the comments section of this form if you offer a unit price reduction based on total units purchased and what the unit requirement would be. The agreement may be extended for multiple years upon agreement from both parties.

Description:	Firm Fixed Unit Price	
	Purchase	Lease
Level 2 Dual Electric Vehicle Charging Station Manufacturer: _____ Model: _____ Power Output : _____	\$	\$
Level 2 Dual Electric Vehicle Charging Station Manufacturer: _____ Model: _____ Power Output : _____	\$	\$
Level 2 Dual Electric Vehicle Charging Station Manufacturer: _____ Model: _____ Power Output : _____	\$	\$
Software (enter "0" if included in base price)	\$	\$
Annual Billing and Network Services for Dual Unit (enter "0" if included in base price)	\$	\$

ATTACHMENT 2 - PROPOSAL PRICING SUBMITTAL FORM (CONT.)

Warranty Information:

Comments:

Information and pricing for additional options, including discounts and incentives, may be included on a separate page and inserted in proposal.

ATTACHMENT 3 - RESPONDENT DATA SHEET

1. EVSE Supplier Primary Contact for Technical Questions:

Name: _____

Phone: _____

2. Experience: Indicate your years of direct manufacturing experience with electric vehicle charging stations in the U.S. markets:

_____ Years _____ Months

3. References: Provide at least three (3) current or recent accounts, either commercial or governmental, for which your company is/has provided similar products. Include the length of service and the name, address, and telephone number of the point of contact.

A. Company: _____ Contact: _____

Phone:(_____) _____ E-Mail: _____

Project: _____

Dates of Service: _____ \$ Value: _____

B. Company: _____ Contact: _____

Phone:(_____) _____ E-Mail: _____

Project: _____

Dates of Service: _____ \$ Value: _____

C. Company: _____ Contact: _____

Phone:(_____) _____ E-Mail: _____

Project: _____

Dates of Service: _____ \$ Value: _____