

**COUNCIL ACTION FORM**

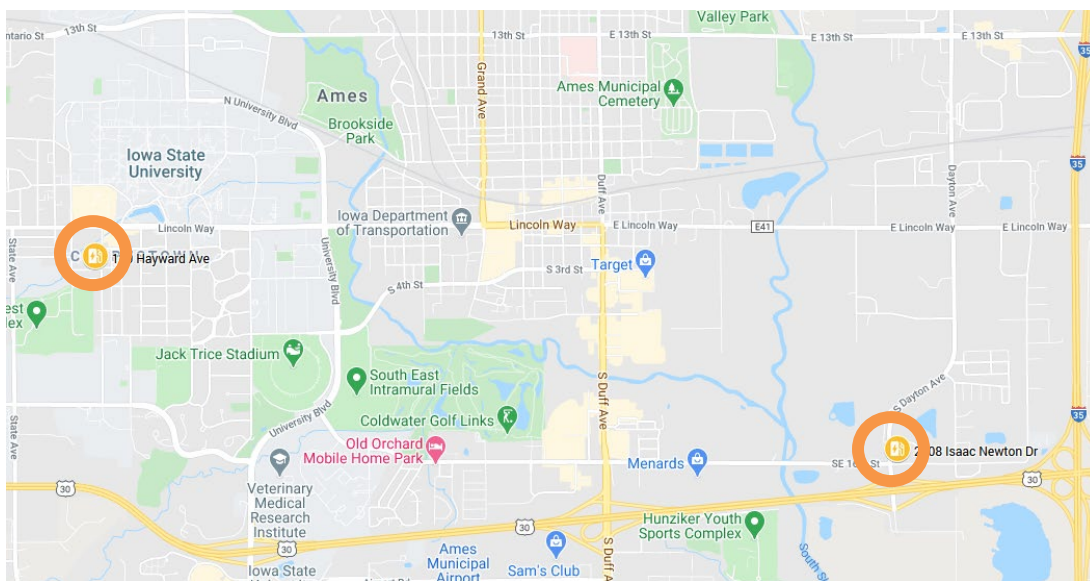
**SUBJECT: AWARD CONTRACTS FOR PURCHASE AND INSTALLATION OF ELECTRIC VEHICLE CHARGING STATIONS**

**BACKGROUND:**

The Iowa Department of Transportation solicited applications for grant funding through the Volkswagen Environmental Settlement Trust to expand EV charging infrastructure in the state and reduce emissions of nitrogen oxides (NOx). Ames Electric Services applied and received grant funding for three charging sites.

All necessary due diligence has been completed for two of the three sites, hosting three of the four chargers. One (1) level two charger, capable of charging two cars at the same time, will be installed at the Ames Intermodal Facility located at 249 Hayward Ave and two (2) DC Fast Chargers will be installed at the Kum & Go located at 2108 Isaac Newton Drive. The exact location of the third installation site is yet to be confirmed.

**City Council is being asked to approve the purchase of the electric vehicle chargers and a contract for the installation of the chargers.**



**Purchase of Electric Vehicle Charging Stations**

In July 2019, Iowa Department of Administration Services (DAS) competitively bid Electric Vehicle Charging (EVC) Stations. DAS completed its evaluation and determined CD LLC (Carbon Day Automotive), Wheeling, IL. As part of that bid, the vendor offered

the stations and associated pricing to other Regents Institutions, other State of Iowa public agencies, and municipalities.

CD LLC has committed to providing the City the stations at the pricing offered in the DAS bid. Costs for the service are as follows:

ChargePoint CT4023 (Level Two Charger)

Initial Purchase	\$4,740.00 (list is \$6,705)
Commercial Cloud Plan for 5 years	\$2,210.00
Assure Warranty for 5 years	\$2,495.00
Taxes	\$661.15
<b>Total</b>	<b>\$10,106.05</b>

ChargePoint CPE250 (Fast Charger)

Initial Purchase	\$33,880.00 (list is \$40,800)
Commercial Cloud plant for 5 years	\$2,210.00
Assure Warranty for 5 years	\$15,500.00
Taxes	\$3,611.30
<b>Total</b>	<b>\$55,201.30 x (2) = \$110,402.60</b>

**The City Council is being asked to approve the request to waive the Purchasing Policy threshold of \$25,000 and utilize DAS’s pricing agreement and award the purchase of the three (3) electric vehicle charging stations to CD LLC, Wheeling, IL, in the amount of \$120,508.65 (inclusive of sales tax).**

**Installation of Charging Stations**

Bid documents were issued on March 18, 2021 for the installation only, in the electronic bidding portal AmesBids to forty-nine companies and three plan rooms. The bids were based upon the total cost to install the three (3) electric vehicle charging stations.

On April 6, 2021, one responsive bid was received.

<b>Responding Supplier</b>	<b>Response Total</b>	<b>Sales tax</b>	<b>Evaluated Bid Price</b>
Commonwealth Electric	\$15,726.00	\$1,101.52	\$16,837.52

Staff reviewed the bid and concluded that the only bid received is acceptable. The bid was submitted by Commonwealth Electric, Des Moines, IA. in the amount of \$16,837.52 (inclusive of applicable sales tax).

**The total amount for the purchase and installation of the charging stations will be paid upfront by the City from the Demand Side Management budget carried forward from FY2019/20 to cover the project cost shares. The Iowa Department of Transportation Grant will then reimburse the City for 80% of these total costs.**

**ALTERNATIVES:**

1. a. Approve the request to waive the Purchasing Policy threshold of \$25,000 and utilize the pricing agreement and service agreement with CD LLC, Wheeling, IL for the purchase of the electric vehicle charging stations in the amount of \$120,508.65 (inclusive of sales tax).
- b. Award a contract to Commonwealth Electric, Des Moines, Iowa for the installation of the electric vehicle charging stations in the amount of \$16,837.52 (inclusive of sales tax).
2. Delay the purchase and/or installation of the chargers. It should be noted that the grant funding requires that the project be completed by December 31, 2021.

**CITY MANAGER'S RECOMMENDED ACTION:**

These chargers will provide much-needed charging infrastructure for the community and those travelling past Ames on Highway 30 and Interstate 35. There is currently no DC fast charger available in or near Ames. Expanded charging infrastructure is expected to encourage further adoption of electric vehicles, which have no direct emissions and reduce indirect carbon emissions compared to gasoline-powered vehicles.

Therefore, it is the recommendation of the City Manager that the City Council adopt Alternative No. 1 as stated above.