



Addendum Number 1
Request for Proposal #20-45,
Consulting Services for the Electric Vehicle Readiness Plan of Eastern Iowa

Purchasing Division, City of Iowa City, Iowa
Date of Addendum: January 29, 2020

This Addendum to Request for Proposal #20-45 is being issued to modify the due date and address clarification to questions asked of this Request for Proposal document.

Request for Proposal #20-45 is hereby amended as follows:

Page One –

Change of dates in the following paragraph:

Proposals are due no later than: 2:30 p.m., February 3, 2020 in the City Clerk's Office. Proposers must submit six (6) printed hard copies together with one (1) electronic copy on a flash drive of their proposal.

to:

Proposals are due no later than: 2:30 p.m., February 10, 2020 in the City Clerk's Office. Proposers must submit six (6) printed hard copies together with one (1) electronic copy on a flash drive of their proposal.

Questions and Answers -

1. What data will the project team be starting with in terms of charging station locations?

This information is to be determined and unknown at this time.

2. Will field surveys be needed for charging stations? Ex: Future locations and if so, will this be completed by the project team or by others?

No, traffic counts (ADTs) can be found for each city on the DOT website.
Example: <https://iowadot.gov/maps/msp/traffic/2018/cities/IowaCity.pdf>.

3. Where will the annual reports/metrics be displayed? Will the project team need to develop apps or purchase something the City uses?

At this time, it is not known or planned that a purchase will be required.

4. Is there a target completion date for the project?

On page six (6) of the Request for Proposal #20-45, Consulting Services for the Electric Vehicle Readiness Plan of Eastern Iowa, it notes nine (9) months post contract signature.

5. Will this project and GIS effort be on-going and maintained for a specific period of time? If so, how long and at what intervals will maintenance be needed?

The number of charging stations can be monitored using either the Alternative Fuel Data Center (<https://afdc.energy.gov/stations/#/find/nearest?location=iowa>) or Charge Point (<https://www.chargepoint.com/>). The number of electric vehicles in Eastern Iowa can be monitored by the Iowa Clean Cities Coalition. If there is additional data that needs to be collected or analyzed, it is the responsibility of the consultant to suggest the best method to do so.

6. Are there any additional attachments you would like to reference (documents or links)?

https://www.iowaeconomicdevelopment.com/userdocs/news/IEDA_EVRpt_022019.pdf

<https://www.iowaeconomicdevelopment.com/userdocs/programs/AdvancingIowasElectricVehicleMarketReport.pdf>

<https://cadmusgroup.com/papers-reports/pathways-to-ev-preparing-cities-for-the-transition-to-electric-vehicles/> (Iowa City was involved in this project)

Addendum Number 1 is hereby incorporated and made a part of Request for Proposal #20-45, Consulting Services for the Electric Vehicle Readiness Plan of Eastern Iowa.

Proposers must fill out the Addendum section on the final page of the RFP document to acknowledge receipt of this addendum. Failure to complete the addendum section acknowledging receipt with the submitted proposal may constitute grounds for rejection of the vendor's proposal.

Sarah Betlach
Purchasing Agent