

**National Electrical Vehicle Infrastructure (NEVI)
Formula Program**



REQUEST FOR PROPOSALS (RFP)

**Louisiana Department of Transportation &
Development**



**Jeff Landry, Governor
Terrence (Joe) Donahue, Secretary of Transportation**

**Round One
Installation, Operation, and Maintenance of Ten (10)
Electric Vehicle Charging Stations**

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Section 1 – Program Description

1.1 Invitation

The Louisiana Department of Transportation and Development (LA DOTD) intends to contract with qualified applicants pursuant to the National Electrical Vehicle Infrastructure (NEVI) Formula Program. Round one of funding will result in the installation, operation, and maintenance of ten (10) or more or less publicly accessible Direct Current Fast Charging (Level 3) facilities which meet all federal requirements for charging infrastructure funded as part of the NEVI Formula Program administered by the Federal Highway Administration. Proposers shall identify sites for publicly accessible [NEVI-compliant DC \(Level 3\)](#) fast chargers outside of LA DOTD’s right-of-way and located within one travel mile of designated alternative fuel corridors. Sites shall not be property owned, used, or leased by a public entity as defined in La. R.S. 38:2211. The [designated alternative fuel corridors](#) are National Highway System (NHS) routes that have been approved by the Federal Highway Administration (FHWA) and include the following: I-10, I-12, I-20, I-110, I-210, I-610, I-220, LA 3132, I-49, US 90 (Future I-49, US 167 (Future I-49), LA 1, LA 3235, LA 3090, I-59, and I-55, as shown on Attachment 2

Future funding rounds will be announced as remaining federal funds are secured for the program. The LA DOTD’s vision is to strategically deploy Electric Vehicle (EV) sites to support the development of convenient, accessible, reliable, and equitable EV charging. Once installed, EV sites are intended to complete a network for electric vehicle DC fast charging every 50 miles or less along LA DOTD’s FHWA Designated Alternative Fuel Corridors (AFCs). The LA DOTD Electric Vehicle Infrastructure Deployment Plan (Louisiana NEVI Plan) and other relevant state documents regarding this program can be found at the following site: [LA NEVI Plan](#).

1.2 Overview

The Bipartisan Infrastructure Law (BIL), as enacted in the Infrastructure Investment and Jobs Act (IIJA), established the NEVI Formula Program to provide funding to states to strategically deploy EV charging infrastructure and to establish an interconnected network to facilitate data collection, access, and reliability. The BIL directs FHWA to apportion NEVI Formula Program funding among states. Under the formula, Louisiana, as a Direct Recipient, will receive \$73.4 million to create an EV charging network across the state. In Round 1, Louisiana intends to award 10 projects totaling approximately \$10 million or potentially more for DC fast chargers.

This Request for Proposals (RFP) is issued by LA DOTD to seek competitive grant proposals for build-out of FHWA-designated Alternative Fuel Corridors. In the preparation of the Proposals, Proposers should address and/or consider program goals identified in Section 1.3 Program Structure and Goals, Section 1.4 Project Goals, and the details provided in Section 1.9 Procurement Method and refer to the guidance linked in the **Questions and Addenda** section of this RFP.

1.3 Program Structure and Goals

The federal plan for NEVI-funded electric vehicle charging sites includes a phased approach over the funding cycle. The first phase will focus on fully building out the AFC corridors. Funds may not be spent on other sites until all AFCs are fully built-out as per federal guidelines.

LA DOTD will be addressing the first phase with multiple rounds of funding through the LA DOTD NEVI Formula Program. Round One will focus on Louisiana's interstate AFC network separated into groups of interchanges (exit numbers) called Corridor Groups. LA DOTD has developed a Corridor Group map (Attachment 2).

Non-interstate AFCs along with any remaining gaps along AFC interstates will be funded in future rounds. Additional funding will be available in future rounds to achieve other goals of the program as identified in the [Louisiana NEVI Plan](#).

Grant recipients will be selected competitively, with the first round of applications beginning on Friday, December 6, 2024 at 10:00 am CST.

The program's goals are as follows:

- Enable a convenient, reliable, affordable, and equitable charging experience along designated alternative fuel corridors.
- Encourage environmental justice by reducing transportation emissions and promoting clean air.
- Provide electric vehicle (EV) infrastructure and benefits in historically underserved communities to accomplish federal Justice40 goals.
- Achieve built-out status with publicly accessible NEVI Program-compliant DC (Level 3) fast chargers located every 50 miles or less within one travel mile of designated alternative fuel corridors.
- Ensure responsible use of NEVI Program funds through disbursement, monitoring, reporting, and oversight.

1.4 Project Goals

The Louisiana Department of Transportation and Development's goals for the Project are as follows:

- A) Installation, operation, and maintenance of ten (10) or more or less publicly accessible Direct Current Fast Charging (Level 3) facilities which meet all federal requirements for charging infrastructure funded as part of the National Electric Vehicle Infrastructure Formula Program administered by the Federal Highway Administration.
- B) Construction sequencing, staging, and maintenance of traffic (MOT) that minimize impacts to the surrounding property owners, business owners, and the traveling public;
- C) Design and construction that increases facility resiliency and minimizes disruption to the traveling public due to weather incidents;
- D) A Project that includes innovative means and methods of construction while remaining within the corridor established by the National Environmental Policy Act (NEPA) document;
- E) A Project that is responsive to stakeholders;
- F) A Project that will be aesthetically cohesive with surrounding infrastructure;
- G) A Project that adheres to the safety and security requirements and is completed with no Project-related fatalities; and
- H) A Project completed on time and within budget.

1.5 Documents in the Request for Proposals

The documents issued as part of this Request for Proposals consist of the following:

- A) Instructions to Proposers;
- B) Additional documents issued by Addenda to this Request for Proposals; and
- C) Draft Contract, posted to the LA DOTD NEVI Program webpage.

The components of the RFP are intended to be complementary and to describe and provide for a fair and competitive procurement process. Prior to execution of the Contract, the components of the RFP complement one another in the descending order of precedence stated above. After execution of the contract, the order of precedence is governed by the Contract.

1.6 Required Forms

Failure to provide all of the information and complete Applicant Profile Intake and Site Application (see Attachment 3 – Applicant Profile and Site Application (for Display Only)) and provide the required forms in the format specified may result in LA DOTD’s rejection of the Proposal or giving it a lower rating. All required fields in the Applicant Profile Intake and Site Application must be filled in as noted and no change will be made in the phraseology of the RFP or in the items mentioned therein. Any alterations, additions (other than expanding forms in order to properly include all required information), or deletions made to the format of the forms contained in Attachment 3 – Applicant Profile and Site Application (for Display Only) or Attachment 4 – Non-Collusion Declaration may render a Proposal non-responsive.

1.7 Language in Proposal

The verbiage used in each Proposal will be interpreted and evaluated based on the level of commitment provided by the Proposer. Tentative commitments will be given no consideration. For example, phrases such as “we may” or “we are considering” will be given no consideration in the evaluation process since they do not indicate a firm commitment.

1.8 Errors

If any mistake, error, or ambiguity is identified by the Proposer at any time during the Proposal process in any of the documents supplied by the LA DOTD, the Proposer shall notify LA DOTD of the alleged mistake, error, or ambiguity and the recommended correction in writing in accordance with Section 8.7. Failure to do so will be deemed a waiver of any claim for additional compensation associated therewith.

1.9 Procurement Method & Schedule

LA DOTD has established 10 discrete Corridor Groups (Attachment 2) for the first round.

In accordance with this RFP, Proposers shall identify at least one Site for Electric Vehicle Supply Equipment (EVSE) associated with at least one Corridor Group. While LA DOTD initially intends to select only one Site for each Corridor Group, Proposers may elect to propose more than one Site for different Corridor Groups. Proposers may elect to submit on any number of Corridor Groups. LA DOTD reserves the right to award any number of Sites to the same Proposer in the event that such Site applications obtain the highest scores for the applicable Corridor Groups. LA DOTD anticipates making awards to multiple Proposers.

For this RFP, each proposed Site must be located within one-mile travel distance from the end of an

interchange off-ramp to the entrance of the site property, at one of the exit numbers listed in a Corridor Group. Sites shall not be property owned, used, or leased by a public entity as defined in La. R.S. 38:2211.

LA DOTD intends to accomplish each site development via single-phase procurement along with a Cooperative Endeavor Agreement (CEA) or other agreement between LA DOTD and property owner or lessee to provide LA DOTD site access. Proposals shall be submitted to LA DOTD in response to this Request for Proposal (RFP) through an application process. LA DOTD will not share ownership of the charging facilities nor share in any revenue generated. However, LA DOTD retains the right to monitor and inspect all business operations that impact program income, revenue and return on investment, with full oversight, and the right to restrict the use of program income and revenue as outlined in [23 CFR Part 680 National Electric Vehicle Infrastructure Standards and Requirements](#), also known as the *NEVI Final Rule*. The minimum 20% non-federal cost-share is an at-risk investment provided by the Awardee. The reimbursement amount shall be a committed and firm fixed price (no change orders allowed) not to exceed 80% of the total estimated project cost. LA DOTD reserves the right to request updated project costs from Proposer(s) during contract negotiation.

The Proposer will be required to obtain a five-year operations and maintenance contract, as described in Section 3.8, which will initiate once LA DOTD accepts installation of the EVSE.

Upon installation and Final Acceptance by LA DOTD of fully operational EVSE (including power and data service), the Awardee shall own or lease the EVSE equipment.

The following procurement schedule is anticipated. LA DOTD reserves the right to alter or adjust these dates:

Table 1 – Procurement Schedule

Milestone	Date
RFP Advertised (Application Go-Live at 10:00 am CST)	12/06/2024
RFP Q&A Period Open (Posted/Updated on LA NEVI Website)*	12/06/2024
RFP Q&A Period Closes*	TBD
RFP Responses Due (Applications Locked at 4:00 PM CST)	TBD
NEVI Application Evaluation Period Begins	TBD
NEVI Application Evaluation Period Ends	TBD
Apparent Project Selections Posted/Contract Signing Begins	TBD
Contract Signing Period Ends	TBD
Notices to Proceed (NTPs) Issued	TBD

*RFP question shall be submitted [here](#). RFP questions and responses will be publicly posted [here](#).

1.10 Proposal Due Date

The completed Proposal including all required Application information and documentation shall be submitted according to the instructions set forth in Section 4.1, by a deadline yet to be determined (TBD).

1.11 Acronyms/Definitions

All capitalized terms and acronyms in the RFP document have the meaning provided in this section.

All definitions included in 23 Code of Federal Regulations §680.104 are included herein by reference.

1.11.1 Acronyms

AC	Alternating Current
AFC	Alternative Fuel Corridor
CCS 1	Combined Charging System or plug type for DC Fast Charging
CIRP	Cyber Incident Response Plan
DC	Direct Current
EV	Electric Vehicle
EVSE	Electric Vehicle Supply Equipment
FHW	Federal Highway Administration
KW	Kilowatt (1,000 watts)
KWh	Kilowatt Hour (1,000 watts for 1 hour)
LA DOTD	Louisiana Department of Transportation and Transportation
NEVI	National Electric Vehicle Infrastructure
NTP	Notice to Proceed
O&M	Operations and Maintenance
POP	Period of Performance
RFP	Request for Proposals

1.11.2 Definitions

“Addenda/Addendum” means supplemental additions, deletions, and modifications to the provisions of the RFP after the release date of the RFP.

“Affiliate” means any of the following:

- A) A Person which directly or indirectly, through one or more intermediaries, controls, is controlled by, or is under common control with the following:
 - 1) The Proposer; or
 - 2) Any other Principal Participant.
- B) An Affiliate may also be any Person for which ten percent or more of the equity interest in such Person is held directly or indirectly, beneficially or of record, by the following:
 - 1) The Proposer;
 - 2) Any Principal Participant; or
 - 3) Any Affiliate of the Proposer under part (A) of this definition.

For purposes of this definition, the term “control” means the possession, directly or indirectly, of the power to cause the direction of the management of a Person, whether through voting securities, by contract, by family relationship, or otherwise.

“Award” means selection of Proposer and execution of contract under this RFP.

“Awardee” means the Proposer who is selected and with whom a contract is executed under this RFP.

“Clarifications” means a written exchange of information initiated by LA DOTD that takes place between

a Proposer and LA DOTD after the receipt of all Proposals during the evaluation process. The purpose of Clarifications is to address ambiguities, omissions, errors or mistakes, and clerical revisions in Proposals.

“Clean fuel” includes, but is not limited to, compressed natural gas; liquefied natural gas; liquefied petroleum gas; hydrogen; hythane (combination of compressed natural gas and hydrogen); dynamic flywheels; solar energy; alcohol fuels containing not less than 85% alcohol by volume; and electricity.

“Connector” means a plug that connects the electric vehicle to the charging equipment.

“Contract” means a contract executed under this RFP as part of the Award, a draft of which may be viewed on the LA DOTD Nevi webpage.

“DC Fast Charging” means high power charging 400-800 volt, 150-600 amps, and 3 phase.

“Instructions to Proposers” means those documents included in the RFP containing directions for the preparation and submittal of information by the Proposers in response to the RFP.

“Justice40” means the Federal program outlining 40% of federal climate investments go directly to frontline communities most affected by poverty and pollution.

“Louisiana Department of Transportation and Development” means LA DOTD, its departments, agents, or representatives.

“J3400” means an EV charging connector standard based on the North American Charging Standard (NACS) connector.

“Period of Performance” means the time interval between the start and end date of the Award, which may include one or more budget periods.

“Person” means any individual, firm, corporation, company, Limited Liability Company (LLC), Joint Venture (JV), or partnership.

“Principal Participant” means any of the following entities:

- A) The Proposer;
- B) If the Proposer is a JV, partnership, or LLC any joint venturer, partner, or member of the Proposer; and/or
- C) All Persons and legal entities holding (directly or indirectly) a 15% or greater interest in the Proposer.

“Port” means a charging outlet, usually on a pedestal design with connectors for charging electric vehicles.

“Project” means the installation, operation, and maintenance of one or more publicly accessible Direct Current Fast Charging (Level 3) facilities, which meet all federal requirements for charging infrastructure, funded as part of the National Electric Vehicle Infrastructure formula program administered by the Federal Highway Administration.

“Proposal” means the offer (in response to the RFP) of the Proposer for the Work, when executed and

submitted in the prescribed format and on the prescribed forms and including any Clarifications. See Section 4 for instructions for submitting the Applicant Profile and Site Application and other required attachments and forms, all of which constitute the Proposal.

“Proposer” means an entity submitting a Proposal for the Project in response to this RFP.

“Request for Proposals” means the document identifying the Project and its work to be performed and materials to be furnished in response to which a Proposal may be submitted by a Proposer. The RFP includes the Instructions to Proposers, draft Contract, and other attached or referenced documents.

“Site” means the physical location where electric vehicles charge.

“Stakeholder” means any party that has a vested interest in the Project or authority to approve or control specific aspects of the Project or elements that will impact the outcome of the Project. This includes, but is not limited to, the LA DOTD, FHWA, local city, and parish governments and the associated staff members of these entities.

TBD means to be determined.

“Weakness” means a flaw in the Proposal that is determined by LA DOTD to increase the risk of unsuccessful Contract performance. A significant Weakness in the Proposal is a flaw that is determined by LA DOTD to appreciably increase the risk of unsuccessful Contract performance.

“3 Phase” means electrical supply from three (3) power lines.

1.12 Document Ownership & Confidential Information

1.12.1 Property of the Louisiana Department of Transportation and Development

All documents submitted by the Proposer in response to this RFP will become the property of LA DOTD, except for any documents that have been properly identified as containing confidential trade secret information in accordance with Section 1.12.4. Documents will not be returned to the Proposer.

1.12.2 Confidential or Proprietary Information

LA DOTD is not requesting proposal materials that contain confidential or proprietary information. All proposal materials submitted to LADOTD under this program are subject to La. R.S. 44:1, et seq. (<https://www.legis.la.gov/legis/Law.aspx?p=y&d=99632>)

- Exempt from Disclosure: Pending criminal litigation, juvenile status offenders, sexual offense victims, security procedures, trade secrets, and some public employee information.

1.12.3 Information Disclosure

If a public record does not fall squarely within an exemption, it must be disclosed. Exemptions must be narrowly construed. Unclear or ambiguous exemptions will be interpreted in a manner favoring disclosure.

1.12.4 Confidential Trade Secrets

Any proposal materials submitted to LA DOTD may be claimed as confidential trade secrets by the submitter. Any such claim must be asserted at the time of submission.

In order to claim proposal materials submitted to LA DOTD as confidential trade secrets:

- A) As an attachment or attachments uploaded electronically according to instructions in Section 4, submit a document which clearly marks all proprietary or trade secret information as such in its proposal materials at the time the Proposal is submitted and include a cover sheet stating “DOCUMENT CONTAINS CONFIDENTIAL PROPRIETARY OR TRADE SECRET INFORMATION” and identifying each section and page which has been so marked;
- B) Include a statement within such attachment or attachments justifying the Proposer’s determination that certain records are proprietary or trade secret information for each record so defined;
- C) As an attachment or attachments uploaded electronically according to instructions in Section 4, submit one copy of the RFP response that has all the proprietary or trade secret information deleted from the response and label such copy of the response “Public Copy”; and
- D) Upon notice from the LA DOTD that a request for release of information has been received, the Proposer shall immediately defend any action seeking release of the records it believes to be proprietary or trade secret information and indemnify, defend, and hold harmless LA DOTD and the State of Louisiana and its agents and employees from any judgments awarded against LA DOTD and its agents and employees in favor of the party requesting the records, including any and all costs connected with that defense. This indemnification survives LA DOTD’s cancellation or termination of this procurement or award and subsequent execution of a Contract. In submitting a Proposal, the Proposer agrees that this indemnification and duty to defend survives as long as the confidential business information is in the possession of the State.

Should LA DOTD receive a request for the release of information that is claimed as confidential trade secrets, the Proposer, whose information is requested, will defend and hold harmless LA DOTD as set forth in Section 1.12.4(D). In any event, LA DOTD will follow the procedures described in La. R.S. 44:1, *et seq.* including La. R.S. 44:3.2.

1.12.5 Public Information Availability

If no claim is made at the time of submission, LA DOTD may be required to make information available to the public in accordance with Louisiana Public Records Law without further notice to the Proposer.

Section 2 – Eligibility Information

2.1 Eligible Entities

Proposers are encouraged to partner and collaborate with other business owners and site hosts.

2.2 Eligible Projects

Round One NEVI Formula Program funds are restricted to Projects directly related to EV charging infrastructure that is open to the public 24/7. Initially, funding under this program is directed to designated AFCs for electric vehicles to build out the national network, particularly along the Interstate Highway System. Refer to the Corridor Group map (Attachment 2) for eligible interchanges.

2.3 Conflicts of Interest & Ineligible Firms

Conflicts of Interests are addressed in [2 CFR 200.112](#), [23 CFR 1.33](#) and [23 CFR 172](#). Proposers with potential conflicts of interest shall notify LA DOTD in writing immediately at DOTDEVProgram@la.gov.

A potential organizational conflict of interest may occur where consultants and/or their subcontractors that assisted LA DOTD in the preparation of this RFP participate as a Proposer or a member of a Proposer in response to the RFP. However, LA DOTD may determine that there is not an organizational conflict of interest for a consultant or subcontractor under the following circumstances:

- A) Where the role of the consultant or subcontractor was limited to provision of preliminary design, reports, or similar “low level” documents that will be incorporated into the RFP and did not include assistance in the development of the RFP or evaluation criteria; and
- B) Where all documents and reports that were delivered to LA DOTD by the consultant or subcontractor are made available to all the Proposers through the RFP.

The Proposer shall include a full disclosure of all potential organizational conflicts of interest in its Proposal. The successful Proposer and its Principal Participants must disclose all relevant facts concerning any past, present, or currently planned interests, which may present an organizational conflict of interest. The successful Proposer and its Principal Participants must state how their interests, or those of their chief executives, directors, key personnel, or any proposed subcontractor may result, or could be viewed as, an organizational conflict of interest.

In addition, any firm that is rendered ineligible due to any state or federal action is ineligible to participate with any Proposer. A Proposer must not submit a Proposal, nor will a Proposal be considered, if the Proposer or any Principal Participant is on LA DOTD’s list of Disqualified Contractors or Consultants or is debarred by LA DOTD, any other agency of the State of Louisiana, or the federal government on the date of submission of the Proposal or award. If a Subcontractor identified in a Proposer’s Proposal is placed on LA DOTD’s list of Disqualified Contractors or Consultants or is debarred by LA DOTD, any other agency of the State of Louisiana, or the federal government on the date of the submission of the Proposal or award, LA DOTD specifically reserves the right to require the affected Proposer to replace the disqualified or debarred Subcontractor prior to that Proposer’s Proposal being considered or eligible for award under

this procurement.

2.4 Eligible and Ineligible Costs

Proposers may apply for up to 80% federal cost-share of the eligible costs, with a minimum required cost-share of 20% from the Awardee. Eligible costs to be included in the cost-share are defined in this section. When costs are submitted for reimbursement, they will be reviewed for eligibility by LA DOTD to ensure conformance with FHWA guidance per [2 CFR 200](#) and NEVI Program guidance. The lists of eligible and ineligible costs are based on LA DOTD's current understanding of Federal guidance. This list is intended to clarify which costs of those under the CFR are eligible, but ultimately, no costs deemed ineligible by NEVI Program guidance or the Code of Federal Regulations will be eligible for reimbursement under this grant.

2.4.1 Eligible Costs

A charging site shall be comprised of a minimum of four DC fast charging ports that support output voltages between 250 volts DC and 920 volts DC. Direct Current Fast Chargers (DCFCs) located along and designed to serve users of designated AFCs must have a continuous power delivery rating of at least 150 kW and supply power according to an EV's power delivery request up to 150 kW, simultaneously from each charging port at a charging station. These corridor-serving DCFC charging stations may conduct power sharing as long as each charging port continues to meet an EV's request for power up to 150 kW. The grant recipient will provide all staffing, material, training, hardware, and software necessary to operate each NEVI-compliant DC (Level 3) fast charging site.

Eligible costs include those incurred following a site award and may include acquisition, installation, operations/maintenance and network subscriptions for infrastructure for the first 5 years of operation. Eligible items include:

- DC fast charging equipment costs
 - Chargers must be purchased and not leased
- Utility infrastructure upgrade costs, including components to connect the charger to the power source, transformers and other on-site equipment for power, costs to acquire and install service, equipment, and upgrades (e.g., power meter, transformer, switch gear), minor grid upgrades to connect the charger to the grid distribution network (e.g., extending power lines or upgrading existing lines).
- Site preparation and construction costs directly related to the charging of vehicles (concrete slab, conduit, wiring, drainage).
- Signage
- Lighting
- Site layout and design. Per federal rule, final design and construction costs for installations are eligible after National Environmental Policy Act (NEPA) processing is completed.
- Permitting fees related to the charger
- Cellular/Internet network infrastructure upgrade fees
- Operations/Maintenance and network subscription costs, including service agreements with qualified contractors and charging equipment manufacturers or warrantors.
- On-site energy storage to transfer power to and from the EV charger (on-site distributed energy

resource (DER) equipment directly related to vehicle charging. (Battery-integration)

- Clean fuel backup power sources
- Pre-construction costs associated with environmental review and preliminary engineering.
- Purchase of proprietary adapters that meet the following criteria:
 - Directly or indirectly compatible with a J3400 connector to a permanently attached Combined Charging System (CCS) connector
 - Approved by the charger manufacturer to ensure consistency, safety, and reliability
 - Fully integrated into the charger such that it cannot be removed from the site
 - Other operating costs that are necessary and directly related to the charging of electric vehicles.
 - Costs for property purchase or rental.

2.4.2 Ineligible Costs

- Any costs incurred before the fully executed Agreement related to submitting the proposal application, design and construction for site installations, are not eligible for reimbursement.
- Costs not directly related to charging of vehicles.
- Costs for construction or general maintenance of building and parking facilities (if not directly related to charging of vehicles).
- Variable operating and maintenance costs, including costs for insurance and other recurrent business costs such as staffing.
- Construction or maintenance of buildings
- Costs of major grid upgrades (longer line extension or upgrades, improvements to offsite power generation, bulk power transmission, substations, or beyond what is required to connect a charging station to the electric grid distribution network).
- Any Project costs covered by the utility, including utility service upgrade costs.
- Costs for studies or research projects.

Section 3 – NEVI Standards and Requirements

The Federal Highway Administration (FHWA) clarified and added requirements to the final Federal Rule since the release of the Notice of Proposed Rulemaking (NPRM). All Proposers are instructed to review the latest updated Federal Rule [23 CFR Part 680](#) and any FHWA NEVI Formula Program Guidance updates to ensure understanding of all requirements before completing an application. The following section titles outlined below are described in detail in the Federal Rule. Some sections below include additional LA DOTD specific requirements.

3.1 Installation, Operation and Maintenance

3.1.1 Procurement Process Transparency for the Operation of EV Charging Stations

3.1.2 Number of Charging Ports

3.1.3 Connector Type

3.1.4 Power Level

3.1.5 Availability

3.1.6 Payment Methods

3.1.7 Equipment Certification

3.1.8 Security

3.1.9 Long-Term Stewardship

3.1.10 Qualified Technician

3.1.11 Customer Service

3.1.12 Customer Data Privacy

3.1.13 Use of Program Income

Awardees will need to include sufficient information in their qualified NEVI contractor's operations and maintenance agreement, described in Section 3.8, for LA DOTD to evaluate and confirm that Project revenue will be used in accordance with the Federal Rule. Any material decreases in costs or increases in revenues during the Site operation must be reported to LA DOTD for review and confirmation that the Project remains in compliance with the approved operations and maintenance agreement and the Federal Rule.

3.2 Interoperability of Electric Vehicle Charging Infrastructure

3.2.1 Charger-to-EV Communication

3.2.2 Charger-to-Charger Network Communication

3.2.3 Charging-Network-to-Charging-Network Communication

3.2.4 Network Switching Capability

3.3 Traffic Control Devices or On-Premise Signs Acquired, Installed or Operated

3.3.1 Manual on Uniform Traffic Control Devices for Streets & Highways

3.3.2 On-Premises Signs

3.4 Data Submittal (Electric Vehicle Charging Analytics and Reporting Tool (EV-ChART) Data Format and Preparation Guidance)

3.4.1 Quarterly Data Submittal

3.4.2 Annual Data Submittal

3.4.3 One-Time Data Submittal

3.4.4 Community Engagement Outcomes Report

3.5 Charging Network Connectivity of Electric Vehicle Charging Infrastructure

3.5.1 Charger-to-Charger Network Communication

3.5.2 Interoperability

3.5.3 Charging-Network-to-Charging-Network Communication

3.5.4 Charging-Network-to-Grid Communication

3.5.5 Disrupted Network Connectivity

3.6 Information on Publicly Available EV Charging Infrastructure Locations, Pricing, Real Time Availability, and Accessibility through Mapping

3.6.1 Communication of Price

3.6.2 Minimum Uptime

Repeated non-compliance of greater than 97% minimum uptime requirements may be considered an event of default. Notwithstanding anything to the contrary contained in this RFP (including its terms and conditions and applicable appendices) or the Contract, if the Awardee is in default of the Uptime requirement, and has failed to perform the requirements of any applicable plan to improve Uptime, liquidated damages will be assessed as per Section 6, Table 5 ([Liquidated Damages](#)).

3.6.3 Third-Party Data Sharing

Awardees shall allow third-party inspections and data retrieval free of charge as requested by LA DOTD.

3.7 Other Federal Requirements

3.8 Five-Year Operations/Maintenance Obligation, Network Subscription and Power

The Awardee shall be required to ensure the operations, maintenance and data submittal of the EVSE at the site for a period of at least five years from the date identified on the Final Acceptance letter. Compliance with the greater than 97% uptime requirement throughout the five-year operation and maintenance period is essential. Operations and Maintenance will be accomplished by:

Full-Coverage Operations/Maintenance Contract, Network Subscription and Power Costs: The Awardee shall comply with a five-year operations/maintenance contract, network subscription and submittal of invoices from Power Company. The Awardee shall acquire a five-year service contract from a [qualified contractor](#) (third-party, in-house, or combination of the two), as defined by 23 CFR 680.106(j), in compliance with the Final Rule, providing 100% coverage of labor, parts and materials as well as emergency maintenance service. This contract shall include comprehensive preventative maintenance for the covered equipment, systems, repair, and replacement coverage (sometimes called a “breakdown” insurance policy) for the covered equipment. Operation and Maintenance funds, network subscription funds, and power costs will be 80% reimbursed annually at the

end of each 12 month period following Final Acceptance for each station and only after the Awardee has submitted operations and maintenance reports documenting they met operations and performance requirements. Proof of Service Level Agreement (SLA) and network subscription will be required for reimbursement. Likewise monthly invoices from the power company are required annually for 80% reimbursement of those invoices. If the Consultant is unable to fulfill the five (5) year obligation to operate and maintain the facilities and/or improvements, then LA DOTD/LTRC reserves the right to pursue any remedies available under the law to recover funds, including but not limited to recovery from the Performance Bond.

3.9 Louisiana Specific Optional Additions (Point-based only)

3.9.1 Ports

All chargers per station may consist of one permanently attached SAE J3400 connector in addition to each required CCS 1 connector. Per FHWA, the adapter is considered permanently attached if there is a mechanical linkage that prevents the adapter from being removed from the dispenser. If needed by the awardee, LA DOTD supports a phased deployment schedule (CCS first then J3400 added after the connector SAE certification is complete). Reimbursement split for phased deployment will be set at contract signing.

3.9.2 Clean Fuel Backup Power

Awardees shall ensure there is a separate and distinct utility-grade meter for the EVSE system (One meter per Station). At sites along Louisiana's [AFC](#) and [Evacuation Routes](#), Awardees may provide clean fuel backup power for any of the EV chargers/station, having a continuous power delivery rating and supply power according to an EV's power delivery request up to at least 150 kW. Clean fuel backup power shall not be sold back to the power grid. Permanently mounted generator hookups may also be installed on any number of chargers per individual station (1-4 chargers with generator connections).

3.9.3 Louisiana Cybersecurity

Awardees shall be responsible for cybersecurity as it relates to owning, operating, maintaining, and data sharing for the EVSE. As per Louisiana's NEVI Plan and Cybersecurity Expectations (Attachment 1), Proposers shall describe their basic plans around identifying and managing cybersecurity as related to EV charging.

Charging station operators shall only collect, process, and retain personal information that is strictly necessary to provide charging services to a customer and shall take reasonable measures to safeguard customer data.

3.9.4 Pull-Through Bay

Individual stations may include pull-through bays for any of the EV chargers for light duty vehicles with trailers.

3.9.5 Lighting

Individual stations may include station-specific overhead lighting, independent of any existing lighting.

3.9.6 Overhead Covering

Individual stations may include overhead covering for any of the drive-up EV charger bays. ([FEMA Building Code](#))

3.9.7 Bollards

Individual stations may include bollards for any of the EV charging ports (1-4 chargers with bollard protection).

3.10 Obligation during the Five-Year Operation and Maintenance Period

If the Awardee is unable to fulfill the five-year obligation to operate and maintain the facilities and/or improvements, then LA DOTD reserves the right to pursue any remedies available under the law to recover funds, including but not limited to recovery from the Performance Bond.

3.11 Testing Requirements

Awardees shall ensure that standard factory testing and post-installation system testing is conducted for each charging unit to verify functionality of the EVSE. In addition, Awardees shall ensure access and/or integration into the LA DOTD or other prescribed data sharing systems. Factory test results shall be provided for each unit as verified by the Awardee's quality assurance or test manager. Similar test results for the installed system shall be provided with the test manager's approval. LA DOTD will also have the right to test the EVSE and any data sharing connections (LA DOTD systems and/or Awardee provided portal). For data sharing, LA DOTD will participate in the testing through verification of receipt of the specified data. For the charging unit, LA DOTD may run on-site testing at its own expense.

3.12 Permitting and Third-Party Agreements

LA DOTD will obtain environmental approvals for the site related to EV installation as required by the National Environmental Policy Act (NEPA). Awardees shall be responsible for obtaining all permits and third-party agreements for the site.

3.13 Performance Bond

As instructed in Section 5.1, the successful Proposer(s) shall furnish good and solvent bond in a form and with a qualified surety to the satisfaction of LA DOTD in an amount not less than one hundred percent (100%) of the amount of the Contract for the faithful performance of Proposer's duties.

Section 4 – Application Procedures

4.1 Submission Process

The Applicant Profile and Site Application must be submitted in accordance with these instructions. All Proposal materials and attachments are to be submitted electronically during the open application period. A Proposer will create only one Profile, but must submit individual Candidate Site Applications for each proposed site. Proposal submission does not guarantee selection.

Proposers must create a SmartSheet user login [here](#) by clicking “Create One” near the top of the window. There is no cost to use this software. Follow the prompts to create a password. Upon creation of a password, an Applicant Profile must be created by clicking [here](#). Proposers cannot access Site Applications until a profile has been completed. Proposers will receive an email once a profile has been created, which will include the link to site applications.

Proposals will not be accepted in any other format.

Completed applications shall include all information required in the Applicant Profile and Site Application as well as required attachments (see Attachment 3 – Applicant Profile and Site Application (for Display Only)).

Attachments required by the application include:

1. EVITP Certifications
2. Lessee – Owner Commitment
3. Warranties
4. Power Company Affirmation, Email Concurrence from Power Company, Will-Serve letter from Power Company or other document indicating that the Power Company can/will serve the site being applied for
5. Map of aerial images
6. Digital aerial screenshot showing distance
7. Site Schematic
8. Non Collusion Declaration (See Attachment 4)
9. Proprietary Information Document (Including Applicable Section and Information)

4.2 Price Proposal Maximum Amount

Price proposals shall not exceed one million and five hundred thousand dollars (\$1,500,000) of reimbursements per site. Applications which include a price proposal in excess of one million and five hundred thousand dollars (\$1,500,000) of reimbursements for a site will be rejected as non-responsive with regard to that site.

4.3 Pricing Proposal Requirements

Pricing proposal shall include a breakout of all component costs. For any work performed by Proposer or by an Affiliate, as opposed to a subcontractor, the Pricing Proposal must identify the direct costs, indirect

costs, and profit, and must identify the hourly pay rates and itemized hours for all person associated with completion of the work and services. Proposer must charge hourly pay rates which are no greater than the hourly pay rates charged to any other current client. All costs in Pricing Proposal must be reasonable, allowable, and allocable pursuant to 2 CFR Part 200, *et seq.*

4.4 Submission Deadline - TBD

Applications for the LA NEVI grant program will be accepted on a round-by-round basis, beginning with Round 1. Completed Proposals must be submitted electronically. For Round 1, the application period will begin on Friday 12/6/2024 at 10:00 am CST and will close on a date yet to be determined. Only electronic Proposals received during the open application period are considered to meet the Proposal deadline for a particular solicitation round. All qualifying Proposals received by the submittal deadline will be reviewed and scored by a scoring committee. Late submittals and incomplete Proposals will not be considered for scoring.

4.5 Proposal Evaluations

The Proposal will be evaluated by the Proposal Review Committee based on the evaluation criteria described in Section 4.6. Proposal Review Committee members may be replaced as needed. Each Proposal Review Committee member will be required to review each Proposal in its entirety. After such review is completed, LA DOTD reserves the right to schedule Proposer Oral Presentations in accordance with Section 4.7. Subsequent to the Proposer Oral Presentations, if held, the Proposal Review Committee will meet to discuss each Proposer's Proposal and Oral Presentation.

After the meeting of the Proposal Review Committee, each Proposal Review Committee member will determine the Proposer's score for each Evaluation Factor. The Proposal Review Committee members' scores for each Proposer will be averaged to determine that Proposer's final score.

LA DOTD reserves the right to award a Contract, to reject any or all Proposals, or to advertise for new Proposals, if in the judgment of LA DOTD the best interests of the public will be promoted thereby. Proposers are encouraged to keep in mind and address the Program and Project goals identified in Sections 1.3 and 1.4 in their Proposals.

4.6 Evaluation Criteria

Legal evaluation elements will be evaluated on a pass/fail basis as described in Section 4.6.1. Each member of the Proposal Review Committee will rate evaluation of the factors described in Section 4.6.2, other than items 8 through 14 in Table 2, on a qualitative basis prior to conversion to a score in accordance with Table 2.

A Proposal must receive a pass on all pass/fail legal evaluation elements listed in Section 4.6.1 for the Proposal to be further evaluated and scored based on the Evaluation Criteria identified Section 4.6.2.

4.6.1 Proposal Responsiveness

An initial responsiveness review of the Proposal will be performed prior to any evaluation in order to determine that all information requested in this RFP is provided. Each Proposal must achieve a rating of

pass on any pass/fail legal evaluation elements to receive further consideration. Failure to achieve a pass rating on any pass/fail legal evaluation elements after any Clarifications, if utilized (see Section 4.6.3) will result in the Proposal being declared non-responsive and the Proposer being disqualified.

The legal pass/fail evaluation elements include the following:

- A) Completion and submittal of the application and specified forms and attachments (See Section 4.1, Attachment 3 – Applicant Profile and Site Application (for Display Only), and Attachment 4 – Non Collusion Declaration);
- B) A disclosure regarding any potential organizational conflicts of interest, as further explained at Section 2.3; and
- C) Compliance with RFP legal requirements.

4.6.2 Evaluation Criteria and Scoring Worksheet

A 100-point scale with the following criteria will be used in scoring each application:

Table 2 - Scoring Worksheet

Item	Description	Criteria	Max Points
1	Describe Staffing Plan and Experience installing, operating, maintaining, and reporting for NEVI projects over the past five years. Highlight any LA and regional experience. Highlight experience from all team members.	Evaluation of Staffing Plan and Experience.	10
2	Describe Financial Plan for site construction.	Evaluation of the Financial Plan.	9
3	Amenities – describe availability of food/beverages, dining, open/free Wi-Fi/internet, retail shopping in vicinity, dedicated support staff for EV charging, 24/7 access to restrooms.	Evaluation of Customer Amenities	9
4	Describe Project Approach - planning, design/permitting, site preparation/construction, approach to rates/billing, O&M contracting commitment, up time, data sharing, cybersecurity, physical security, estimated schedule, safety/training.	Evaluation of Project Approach	8
5	Describe Approach to Plan Equity Goals (Refer to Equity Plan Guidance for NEVI Applications (Including Justice40 Initiative))	Evaluation of Approach to Plan Equity Goals.	7
6	Business Model Beyond 5 Years - describe how the company plans to increase revenue with its services and customer base beyond term of the Contract.	Evaluation of Business Model Beyond 5 Years	5
7	Describe Training and Certification Plan for employees/contractors that install, operate and maintain DCFC equipment.	Evaluation of Training and Certification Plan	5
8	Total Project Installation Cost estimate for each site group installation.	(Lowest Total Cost per Group divided by Individual Proposer Total Cost per Group) x 14	14
9	Customer & Equipment Safety & Security (in addition to requirements) (Optional)	Bollards at all chargers = 3 points, station specific lighting = 3 points, video surveillance =	8

		1 point, fire safety equipment = 1 point.	
10	J3400 connectors in addition to required CCS 1 connectors (Optional)	Two J3400 connectors/station = 4 points, Four J3400 connectors/station = 8 points (in addition to CCS 1 connectors)	8
11	Charger canopies (Optional)	At least one canopy-covered drive up stall per station	5
12	Pull-through stall for light duty vehicles with trailers (Optional)	At least one pull-through stall per station	5
13	Charger clean fuel backup power (Optional)	At least one charger with clean fuel backup power per station	5
14	Generator Connectors (Optional)	All chargers with generator connectors per station	2
		Total:	100

4.6.3 Clarifications

The Proposer shall provide accurate and complete information to LA DOTD. If information is not complete, LA DOTD will either declare the Proposal non-responsive or notify the Proposer that it will not be allowed to participate further in the procurement of this Project until all information requested is provided. Insufficient or omitted information may be brought to the attention of the Proposer by LA DOTD, in its sole discretion, through a request for Clarifications, including submittal of corrected, additional, or missing documents. If a response is not provided prior to the deadline for submission of the response, the Proposal may be declared non-responsive. All requests for Clarifications and responses must be in writing by E-mail to DOTDEVProgram@la.gov and be limited to answering the specific information requested by LA DOTD.

4.7 Oral Presentations

4.7.1 General

LA DOTD may, in its sole discretion, require Proposers to make formal oral presentations with regard to their Proposals. The purpose of oral presentations is to afford each Proposer the following opportunities:

- A) Highlight the most significant aspects of its Proposal;
- B) Communicate its understanding of the RFP requirements and other documents included in the RFP; and
- C) Respond to LA DOTD questions.

LA DOTD will use the information gained from the oral presentation to assist in its evaluation of the Proposals.

4.7.2 Ground rules

If oral presentations are used, no more than four speakers may participate in the oral presentation, but other representatives of a Proposer's team may attend. Oral presentations will be limited to one hour in length. LA DOTD will terminate briefings promptly at the end of the hour. Presenters may use visual aids to state or illustrate key points and supporting information. One complete copy of the complete presentation (including all visual aids) used in the oral presentation must be left with LA DOTD at the conclusion of the presentation.

Oral presentations must not be used to fill in missing or incomplete information that is required in the written Proposals. Topics or issues not addressed in the written Proposal must not be discussed during the oral presentations.

Upon conclusion of the presentation, the presenters will be asked to recess outside the room while LA DOTD develops clarification questions. After the recess, the presenters will return to answer the questions. This question-and-answer session will be limited to one hour in length. LA DOTD may tape record, videotape, and/or transcribe all or any part of the oral presentations.

LA DOTD reserves the right to make all or part of the oral presentation open to the public.

4.7.3 Order of Presentation

If oral presentations are scheduled, LA DOTD will establish the order of the oral presentations on a random basis. Once formally established, the oral presentation date and time is not negotiable. LA DOTD will notify each Proposer by letter and/or email of the date, time, and place of the oral presentation. Failure to appear within the specified block of time will result in a Proposer's forfeiture of the opportunity to make an oral presentation. If the Proposer arrives late within the specified block of time, the Proposer will be allowed to make a presentation, but the block of time will not be extended

4.8 Modifications to a Proposal

A Proposer may modify its Proposal in writing prior to the time on the Proposal due date identified in Section 1.9 by emailing the designated point of contact specified in Section 8.7 for instructions. The modification must conform in all respects to the requirements for submission of a Proposal. Modifications must be clearly delineated as such on to prevent confusion with the original Proposal and must specifically state that the modification supersedes the previous Proposal and all previous modifications, if any. If multiple modifications are submitted, they must be sequentially numbered so LA DOTD can accurately identify the final Proposal. Line item changes will not be accepted.

4.8 Withdrawal of a Proposal

A Proposer may withdraw its Proposal only by a written request that is received by LA DOTD prior to the Proposal due date identified in Section 1.9 and prior to the time and to the designated point of contact specified in Section 8.7. If a Proposer withdraws any portion of its Proposal, then it will be deemed to have withdrawn its Proposal in its entirety.

Following withdrawal of its Proposal, the Proposer may submit a new Proposal, provided that it is received prior to the time designated in Section 1.9 on the Proposal due date identified in Section 1.9 and submitted in accordance with the requirements of this RFP. The Proposer agrees that its Proposal will remain valid for 180 calendar days following the Proposal due date identified in Section 1.9.

4.9 Late Proposals

LA DOTD will not consider any late Proposals.

4.10 Signatures Required

Required forms must be signed by authorized representatives, when applicable, and include all applicable parties or Person(s). If any signatures are provided pursuant to a resolution or power of attorney, then a copy of the resolution or power of attorney must be provided, together with evidence of authorization.

Section 5 – Award and Contracting

5.1 Contract Award

Unless all Proposals are rejected or this procurement is cancelled, after evaluation of the proposals, LA DOTD will calculate the highest score(s) per Corridor Group pursuant to Section 4.5. The Secretary will solely make the selection of Proposer(s) with the highest score(s) per Corridor Group. Any tiebreaker will be determined based on the Secretary's sole discretion.

The Contract Award to the selected Proposer is contingent upon LA DOTD having the necessary funds for this Project from the NEVI Program.

Within 15 working days after receipt of the Contract, the selected Proposer shall deliver to the LA DOTD, along with the appropriate number of executed originals of the Contract, one original and three certified copies of the following:

- A) Required performance bond;
- B) Insurance certificates;
- C) Evidence that the Proposer (including its Principal Participants, if relevant) and any subcontractors are properly licensed, including but not limited to licenses for design and/or construction work, if not previously provided; and
- D) Evidence that Proposer has obtained adequate property interests for the Project; and
- E) Evidence, to LA DOTD's satisfaction, that the Contract has been executed by a person with authority to do so.

Failure to comply with the above may result in cancellation of the notice of award and disqualification.

The Contract with the selected Proposer will not be effective until both the selected Proposer and LA DOTD have signed it.

Refer to draft Contract, posted to the LA DOTD NEVI website, for a sample of the Contract that the selected Proposer will be required to sign. The selected Proposer shall not make any additions to, deletions from, or changes in the required Contract.

At the time of the return of the executed Contract, the successful Proposer shall furnish the required performance bond. The surety and form of the bond must be acceptable to LA DOTD, and may be rejected by LA DOTD in its sole discretion.

5.2 Execution of Contract

The successful Proposer(s) will be required to execute four originals of the Contract and to comply in all respects with the statutory provisions relating to the Contract within 15 working days of the date of the delivery of the Contract Documents by LA DOTD. In case of failure or refusal on the part of the successful Proposer to deliver the duly executed Contract to LA DOTD, as well as all appropriate and satisfactory

documents including those identified in Section 5.1 (A) through (E), within the 15 working day period herein mentioned, the Proposer will be disqualified.

The selected Proposer shall, with its executed Contract, provide LA DOTD the Proposer's Federal Internal Revenue Service Employer Identification Number, or, if the Proposer is an individual with no employer identification number, the Proposer's Social Security Number.

If the Contract is not executed by LA DOTD within 20 working days following receipt from the successful Proposer of the signed Contract and all appropriate and satisfactory documents including those identified in Section 5.1 (A) through (E), the Proposer shall have the right to withdraw the Proposal without penalty.

If LA DOTD and the successful Proposer fail to execute the Contract within the time periods identified above, award of the Contract may be made to the apparent "next" successful Proposer, or the work may be re-advertised and completed under a different contract or otherwise, as LA DOTD may decide.

The Contract will not be effective until it has been fully executed by all of the parties thereto.

5.3 Available Funding

LA DOTD currently has advanced appropriations of approximately \$26 million through the NEVI Formula Program. A portion of this amount may be used for labor and workforce training, planning, outreach, and administration as allowed by NEVI guidelines. LA DOTD will not award all of these funds to Round 1 projects.

The LA NEVI grant program is a reimbursement grant program and Proposers are required to provide a minimum 20 percent cost-share of the eligible costs from non-federal sources.

Grant funding obligation occurs when a selected Proposer and LA DOTD enter into a written Agreement after the Proposer has satisfied all applicable requirements.

Any costs incurred before the fully executed Agreement related to submitting the proposal application, design and construction for site installations, are not eligible for reimbursement. LA NEVI Program funds for construction must be obligated within 2 years of Agreement execution, unless an extension is granted by LA DOTD. LA DOTD recognizes that factors outside of the Proposer's control may result in some Projects requiring an extension. LA DOTD retains the right to prioritize Projects for selection that are most likely to achieve an efficient timeline and/or AFC build-out requirements as determined in its sole discretion.

5.4 Period of Performance and Start Dates

LA DOTD expects to obligate grant funding as flexibly and expeditiously as possible after Project selections have been announced via a signed Agreement between LA DOTD and the Awardee. Once all required documentation is complete, the Awardee will be given the Notice to Proceed and Awardees can begin purchasing, installing equipment, testing equipment, and incurring costs. A Final Acceptance will be issued by LA DOTD following the successful installation, testing, and certification of the site, as approved by LA DOTD. The five-year operation and maintenance period will start on the date stated in the Final Acceptance and continue for 60 months following this date.

5.5 Award Size and Anticipated Quantity

LA DOTD expects to award funding for 10 sites during Round 1. LA DOTD reserves the right to make more or fewer awards and reserves the discretion to alter maximum award sizes upon receiving the full pool of Proposals and assessing the needs of the program in relation to the priorities. LA DOTD also reserves the right not to award the full funding amount requested by a Proposer.

5.6 Post-Selection Activities

Following determination of the highest scoring application for each Corridor Group and any additional negotiations LA DOTD deems necessary, LA DOTD will notify each of the eligible, selected Proposers of a contingent award.

The award will be contingent upon two factors:

1. An environmental review of the project, as described in the Proposal, will be conducted by LA DOTD at LA DOTD's expense, in compliance with the National Environmental Policy Act (NEPA).
 - a. The Proposer will secure access to the site prior to LA DOTD's environmental review such that LA DOTD has the right to enter the property and examine the property and grounds, in order to complete environmental reviews necessary to comply with the NEPA.
 - b. If the LA DOTD determines NEPA review will take longer than ninety (90) days and would result in an undue cost to LA DOTD or a substantial impact to the environment, LA DOTD reserves the right to reject the Candidate Site and select the next highest scoring Site for the Corridor Group.
2. Execution of a site host agreement between the Proposer and the property owner (if the property owner is different from the Proposer), as well as a Cooperative Endeavor Agreement or other agreement involving LA DOTD, that provides LA DOTD with access the Site for the term of the Contract.

The Contract between LA DOTD and Awardee will not be effective until authorized representatives for both the Awardee and LA DOTD have signed it, following these post-selection activities and satisfaction of other requirements in this Section.

Section 6 – Payment Milestones

Payment Milestones

The LA NEVI program is a reimbursable grant program where the Awardee is responsible for incurring 100% of the upfront costs of each milestone, and is then reimbursed up to 80% of the eligible costs after each milestone is reached and LA DOTD approves the Awardee’s submitted invoices. LA DOTD will reimburse 80% of actual, reasonable, and necessary costs based on the approved budget. Reimbursement of eligible costs may only occur after funds are expended and appropriate documentation, as determined by LA DOTD, is submitted for reimbursement. The maximum award will be established based upon the Proposer’s initial pricing proposal. Plan changes or amendments to add cost will not be covered through the NEVI program and 100% of the cost beyond the maximum award will be the responsibility of the Proposer. Additionally, reimbursable work may not begin until a contract is executed between the Awardee and LA DOTD and a Notice to Proceed has been issued. Any costs incurred prior to the execution of a CEA will not be eligible for reimbursement. Awardees are also eligible for operation and maintenance reimbursements for the duration of the five-year period specified by the grant funding. Awardees may submit operations and maintenance reimbursement requests to LA DOTD on an annual basis.

Table 3 – Payment Milestones

Milestones
Design and Permitting Completed
Utility Infrastructure Improvements Completed
Site Preparation and Construction Completed
EVSE Hardware and Software Completed
Annually – Operations and Maintenance, Network Subscription and Power

Construction Progress Schedule

Prior to or at the preconstruction conference and before beginning work on the project, the construction contractor shall submit to the LA DOTD project manager or designee a Construction Progress Schedule giving a satisfactory schedule of operations that provides for completion of the work within the contract time. The contractor shall have copies of the schedule available at the preconstruction conference.

If the construction contractor's operations are affected by changes in the plans or amount of work, or if the construction contractor has failed to comply with the approved schedule, or if requested by the LADOTD project manager or designee, the construction contractor shall submit a revised Construction Progress Schedule for approval. This revised schedule shall show how the construction contractor proposes to prosecute the balance of the work. If the engineer requests a revised schedule, the construction contractor shall submit the revised schedule within 14 calendar days after the date of request or progress payments may be withheld.

The approved Construction Progress Schedule will be used as the basis of establishing the controlling item of work, charging contract time and as a check on the progress of the work. The Construction Progress Schedule shall show only one controlling item of work for each contract day. If the Construction Progress Schedule has not been approved prior to the issuance of the Notice to Proceed, then the LA DOTD project

manager or designee will establish the controlling work item and charge contract time accordingly.

Section 7 – Liquidated Damages

While LA DOTD anticipates “downtime” for regular maintenance and situations beyond the NEVI Developer’s control such as a power outage, each charging port shall have an average annual “[uptime](#)” greater than 97%. Uptime calculations are defined in 23 CFR 680.116(b). If the average annual uptime for a charging port is less than or equal to 97%, LA DOTD will assess liquidated damages pursuant to the below table based on the number of days of “downtime” for each charging port during an annual period. The liquidated damages will be assessed against O&M, Network, and Power Invoice payment due to the Awardee annually.

Table 4 – Liquidated Damages

Range Uptime	Average Annual Percentage	# of days per Year in Range	Amount of Liquidated Damages Per Site
1	> than 97%	[11]	N/A
2	80% to <= 97%	[62]	33% of Previous Year O&M, Network Subscription and Power Invoices
3	50% to < 80%	[110]	66% of Previous Year O&M, Network Subscription and Power Invoices
4	< 50%	[182]	100% of Previous Year O&M, Network Subscription and Power Invoices

Section 8 – General Requirements

8.1 Prohibited Activities

If the Proposer, or Person(s) representing the Proposer, offers or gives any advantage, gratuity, bonus, discount, bribe, or loan of any sort to LA DOTD, including its agents or Person(s) representing LA DOTD at any time during this procurement process, LA DOTD will immediately disqualify the Proposer, the Proposer shall not be entitled to any payment, and LA DOTD may sue the Proposer for damages.

8.2 Non Collusion Declaration

The Proposer shall complete and submit the Non Collusion Declaration (See Attachment 4 – Non Collusion Declaration).

8.3 Language Requirements

All correspondence regarding the RFP, Proposal, and the Contract must be in the English language. If any original documents required for the Proposal are in any other language, the Proposer shall provide an English translation, which will take precedence in the event of conflict with the original language.

8.4 Insurance

Refer to the draft Contract for insurance requirements. Insurance certificates must be submitted with the Contract that has been signed by the Awardee, as a condition to execution by LA DOTD.

8.5 Changes to the Proposer's Organization

It is a requirement of LA DOTD that the Proposer's organization, including principal participant(s), subcontractor(s), and key personnel, identified in the Proposal remain intact for the duration of the procurement process and the Contract. A Proposer may propose substitutions for participants after the Proposal submittal. However, such changes will require written approval by LA DOTD, which approval may be granted or withheld at LA DOTD's sole discretion. Requests for changes must be made in writing no later than 30 calendar days prior to the due date for submittal of the Proposal. A rejection of the requested change by LA DOTD, or the failure of the Proposer to request LA DOTD approval for the change, may result in the disqualification of the Proposer.

If a request is made to add to the organization, other than the addition of subcontractors, the Proposer shall submit with its request that information specified for a Proposer in the RFP instructions, including legal and financial data as well as the information for quality evaluation. If a principal participant is being removed, the Proposer shall submit such information as may be required by LA DOTD to demonstrate that the changed team meets the RFP criteria. LA DOTD specifically reserves the right to accept or reject the requested change. A rejection of the requested change by LA DOTD, or the failure of the Proposer to request LA DOTD approval of the change, may result in the disqualification of the Proposer.

If the Proposer wishes to change any of the key personnel presented by the Proposer in its Proposal, the Proposer must submit a request to change its organization in writing not later than 30 working days prior to the Proposal due date identified in Section 1.10. If a request is made to change any key personnel, the Proposer shall submit with its request that information specified for that key personnel in the RFP,

including a resume. LA DOTD specifically reserves the right to accept or reject the requested change. A rejection of the requested change by LA DOTD, or the failure of the Proposer to request LA DOTD approval of the change, may result in the disqualification of the Proposer.

The Proposer's submission of a Proposal in response to this RFP is an acknowledgment and certification that the Proposer is committed to assigning the resources identified in its Proposal, including key personnel and other staff identified by name, equipment, material, supplies, and facilities to this Project if the Proposer is awarded the Contract, to the extent that assigning these resources remains within the control of the Proposer and its principal participants.

8.6 Prohibition of Discriminatory Boycotts of Israel

In preparing its Proposal, the Proposer has considered all proposals submitted from qualified, potential subcontractors and suppliers, and has not, in the solicitation, selection, or commercial treatment of any subcontractor or supplier, refused to transact or terminated business activities, or taken other actions intended to limit commercial relations, with a person or entity that is engaging in commercial transactions in Israel or Israeli-controlled territories, with the specific intent to accomplish a boycott or divestment of Israel. Proposer also has not retaliated against any person or other entity for reporting such refusal, termination, or commercially limiting actions. LA DOTD reserves the right to reject the Proposal of the Proposer if this certification is subsequently determined to be false, and to terminate any contract awarded based on such a false response.

8.7 Louisiana Department of Transportation and Development Designated Point of Contact

LA DOTD's designated point of contact for this Project is LA DOTD's Project Manager, Tance Fremin (tance.fremin@la.gov or (225) 379-1998). LA DOTD will only consider questions regarding the RFP if submitted in writing by a Proposer following the instructions described under Section 8.9 Questions and Addenda. No requests for additional information or clarification to any other LA DOTD office, consultant, or employee will be considered. All responses will be in writing and will be posted without attribution to all Proposers. In general, LA DOTD will not consider any correspondence delivered in any other way except as specified, except the LA DOTD may convene informational and/or one-on-one meetings with Proposers, as it deems necessary.

8.8 Rules of Contact

The rules are designed to promote a fair, unbiased, legally defensible procurement process. LA DOTD is the single source of information regarding the Contract procurement. The following rules of contact will apply during Contract procurement for the Project, and commenced on the date of the Advertisement. Contact includes face-to-face, telephone, facsimile, E-mail, or formal written communications. Any contact determined to be improper, at the sole discretion of LA DOTD, may result in disqualification:

- A) A Proposer or any of its team members must not communicate with another Proposer or its team members with regard to the Project, this RFP or either Proposer's Proposal, except that subcontractors that are shared between two or more Proposers may communicate with their respective Proposer team members so long as those Proposers establish a protocol to ensure that

the subcontractor will not act as a conduit of information between Proposers. Contact among Proposer organizations is allowed during LA DOTD sponsored informational meetings;

- B) The Proposers shall correspond with LA DOTD regarding this RFP only through LA DOTD's and Proposer's designated representatives;
- C) The Proposers shall not contact any LA DOTD employees, including, department heads; members of the evaluation teams or Proposal Review Committee; and any official who will participate in the decision to award the Contract regarding the Project except through the process identified above. Contact between Proposer organizations and LA DOTD employees is allowed during LA DOTD sponsored informational meetings and one-on-one meetings;
- D) Any communications determined to be improper, at the sole discretion of LA DOTD, may result in disqualification, at the sole discretion of LA DOTD;
- E) Any official information regarding the Project will be disseminated from LA DOTD's designated point of contact identified in Section 8.7. Any official correspondence will be in writing and signed by LA DOTD's designated point of contact;
- F) LA DOTD will not be responsible for any verbal exchange or any other information or exchange that occurs outside the official process specified herein; and
- G) The Proposers shall not contact Stakeholder staff regarding the Project.

8.9 Questions and Addenda

8.9.1 Questions

If any Proposer discovers an inconsistency, error, or omission in this RFP, the Proposer shall request clarification. Any pre-proposal questions or inquiries must be submitted sent via [Louisiana NEVI RFP Q&A \(https://app.smartsheet.com/b/form/8149446de1874f67b9ecc589058c539d\)](https://app.smartsheet.com/b/form/8149446de1874f67b9ecc589058c539d) and received no later a date yet to be determined.

Questions about this Request for Proposal shall be sent via [Louisiana NEVI RFP Q&A \(https://app.smartsheet.com/b/form/8149446de1874f67b9ecc589058c539d\)](https://app.smartsheet.com/b/form/8149446de1874f67b9ecc589058c539d). Questions are due by a date yet to be determined, for posting on DOTD's Electric Vehicle Infrastructure Program webpage:

[LA NEVI Q&A Report](https://app.smartsheet.com/b/publish?EQBCT=4d21841b11e0450aab7c79e20a9f999e)

<https://app.smartsheet.com/b/publish?EQBCT=4d21841b11e0450aab7c79e20a9f999e>

LA DOTD will post replies to Proposer-submitted questions typically within three (3) business days. Proposers are not to contact any other office, including LA DOTD District offices, for responses to questions. Replies are available for viewing at the following URL:

[LA NEVI Q&A Report](https://app.smartsheet.com/b/publish?EQBCT=4d21841b11e0450aab7c79e20a9f999e)

<https://app.smartsheet.com/b/publish?EQBCT=4d21841b11e0450aab7c79e20a9f999e>

No RFP inquiries will be accepted after a closing date yet to be determined.

LA DOTD will issue addenda in response to any significant changes in the RFP. LA DOTD will post all addenda to the following LA DOTD website for viewing:

http://wwwsp.dotd.la.gov/Inside_LA_DOTD/Divisions/Operations/Electric-Vehicle/Pages/default.aspx

Additional Pertinent Websites:

[FHWA National Electric Vehicle Infrastructure \(NEVI\) Formula Program Guidance \(pdf\)](#)

[FHWA NEVI Program Frequently Asked Questions \(pdf\)](#)

[National Electric Vehicle Infrastructure Standards and Requirements](#)

[PART 680—NEVI Standards and Requirements](#)

The Proposers are responsible for monitoring the websites above for current requirements, answers and addenda.

8.9.2 Addenda

LA DOTD reserves the right to issue Addenda relating to this RFP at any time during the period of the procurement. Persons or firms that obtain the RFP from sources other than LA DOTD bear the sole responsibility for obtaining any Addenda issued by LA DOTD for the Project.

In the event a material error is discovered in the RFP during the Proposal evaluation process, LA DOTD will issue an Addendum to all Proposers that have submitted Proposals requesting revised Proposals based upon the corrected RFP.

8.9.3 Correspondence and Information

The Proposer shall note that no correspondence or information from LA DOTD or anyone representing LA DOTD regarding the RFP or the Proposal process in general will have any effect unless it is in compliance with Section 8.8.

8.9.4 Responses to Questions

Each Proposer is responsible for reviewing the RFP prior to the dates specified for submission of questions relating to the RFP in Section 8.9.1 and for requesting interpretation of any discrepancy, deficiency, ambiguity, error, or omission contained therein, or of any provision that the Proposer otherwise fails to understand. Any such question must be submitted in accordance with Section 8.9.1. LA DOTD will provide written responses to questions received from Proposers as specified in Section 8.9.1. The responses will not be considered part of the Contract but may be relevant in interpreting the Contract.

8.9.5 Date for Issuance of Final Addendum and Responses to Questions

LA DOTD does not anticipate issuing any Addenda and/or responses to questions related to the RFP later than the date specified in Section 8.9.1.

8.10 Compliant Proposal

The Proposer shall submit a Proposal as instructed in Section 4.1, which provides all the information required by the RFP. The Proposer's Proposal may be rejected if the Proposal, or any portion thereof, does not fully comply with the instructions and rules contained in the RFP, including the attachments and online application instructions.

Each Proposal must be submitted in the official format, which is specified by LA DOTD.

Proposals may be considered non-responsive and may be rejected for any of the following reasons:

- A) If the Proposal is submitted in a format other than that furnished or specified by LA DOTD; if required forms are not properly signed (as applicable); if a required Proposal Form (see Attachment 3 – Applicant Profile and Site Application (for Display Only) and Attachment 4 – Non Collusion Declaration) is altered except as contemplated herein; if any form is altered to either add, delete, or change the form in any way (other than expanding forms in order to properly include all required information); or if any part of the required format is deleted from the Proposal package;
- B) If the Applicant Profile, Site Application or any portion thereof is illegible or contains any omission, erasures, alterations, or items not called for in the RFP or contains unauthorized additions, conditional Proposals, or alternate Proposals, or other irregularities of any kind, and if LA DOTD determines that such irregularities make the Proposal incomplete, indefinite, or ambiguous as to its meaning;
- C) If the Proposer adds any provisions reserving the right to accept or reject an award or to enter into a Contract following award;
- D) If the Proposer attempts to limit or modify the required form of any required surety or performance bond and/or if requested information deemed material by the LA DOTD is not provided;
- E) If any field of the online application is left incomplete or if any required attachment to the online application is not submitted; or
- F) If for any other reason LA DOTD determines the Proposal to be non-responsive.

LA DOTD reserves the right to reject all proposals at its sole discretion.

8.11 Pre-Proposal Meetings and Submittals

LA DOTD reserves the right to hold either joint informational meetings or individual one-on-one meetings with all Proposers at any time prior to the Proposal due date identified in Section 1.9.

8.12 Joint Informational Meetings

Although LA DOTD does not anticipate any joint informational meetings during this procurement, LA DOTD may hold joint informational meetings with all Proposers at any time prior to the Proposal due date identified in Section 1.9. If LA DOTD determines that a joint informational meeting is in the best interest of this procurement, an invitation to the joint informational meeting will be posted with instructions, identifying the specifics of the time, date, and location, attendees, anticipated agenda, and whether or not attendance at the joint informational meeting is mandatory, on DOTD's Electric Vehicle Infrastructure Program webpage:

http://wwwsp.dotd.la.gov/Inside_LA_DOTD/Divisions/Operations/Electric-Vehicle/Pages/default.aspx

8.13 One-on-One Meetings

LA DOTD may hold one-on-one meetings with individual Proposers at any time prior to the Proposal due date specified in Section 1.9. If LA DOTD determines that one-on-one meetings are in the best interest of this procurement, an invitation to a one-on-one meeting will be sent to Proposer identifying the specifics

of the time, date, and location; attendees; and whether or not attendance at the one-on-one meetings is mandatory.

Any information and documents that are disclosed by LA DOTD during the course of a one-on-one meeting will be made available to all Proposers as soon as practicable, provided that LA DOTD will not disclose such information if doing so would reveal a Proposer's confidential business strategy.

8.14 Protests

This Section 8.14, including 8.14.1 through 8.14.3, sets forth the exclusive protest remedies available with respect to the selection determination of the successful Proposer. Each Proposer, by submitting its Proposal, expressly recognizes the limitation on its rights to protest contained herein, expressly waives all other rights and remedies, and agrees that the decision on any protest, as provided herein, will be final and conclusive. These provisions are included in this RFP expressly in consideration for such waiver and agreement by the Proposers. If a Proposer disregards, disputes, or does not follow the exclusive protest remedies set forth in this RFP, it shall indemnify, defend, and hold LA DOTD and its directors, officers, officials, employees, agents, representatives, and consultants harmless from and against all liabilities, expenses, costs (including attorneys' fees and costs), fees, and damages incurred or suffered as a result of such Proposer's actions. The submission of a Proposal by a Proposer will be deemed the Proposer's irrevocable and unconditional agreement with such indemnification obligation.

8.14.1 Written Protests Only

All protests must be in writing. Protests must be delivered to DOTDEVProgram@la.gov. All protests must be submitted within five (5) calendar days from the date of posting project selections. Any protest not set forth in writing within the time limits specified in these procedures is null and void and will not be considered.

8.14.2 Protest Contents

All Protests must include the following information:

- A) The name and address of the Proposer;
- B) The name of the RFP/Project;
- C) A detailed statement of the nature of the protest and the grounds on which the protest is made; and
- D) All factual and legal documentation in sufficient detail to establish the merits of the protest. Evidentiary statements must be provided under penalty of perjury.

The protestor shall have the burden of proving its protest by clear and convincing evidence. No hearing will be held on the protest, but it will be decided on the basis of the written submissions by the Protest Official or her designee.

8.14.3 Protest Decision

The Protest Official or their designee will issue a written decision regarding any protest within seven calendar days, at which time LA DOTD will not proceed with the procurement until after the written decision is issued. The decision issued in writing by the Protest Official or her designee is the final decision

of LA DOTD. No further right of appeal is granted herein.

8.15 Louisiana Department of Transportation and Development's Rights and Disclaimers

8.15.1 Louisiana Department of Transportation and Development's Rights

LA DOTD may investigate the qualifications of any Proposer under consideration, may require confirmation of information furnished by a Proposer, and may require additional evidence of qualifications to perform the work described in this RFP. LA DOTD reserves the right, in its sole and absolute discretion, to do any of the following:

- A) Reject any or all Proposals;
- B) Issue a new Request for Proposals;
- C) Cancel, modify, or withdraw the entire Request for Proposals;
- D) Issue Addenda, supplements, and modifications to this Request for Proposals;
- E) Modify the Request for Proposals process (with appropriate notice to Proposers);
- F) Appoint a Proposal Review Committee and, if necessary, evaluation teams and/or subcommittees to review Proposals and seek the assistance of outside technical experts in Proposal evaluation;
- G) Approve or disapprove the use of subcontractors and/or substitutions and/or changes of Proposer team members or key personnel;
- H) Revise and modify, at any time before the Proposal due date identified in Section 1.9, the factors it will consider in evaluating Proposals and to otherwise revise or expand its evaluation methodology. If such revisions or modifications are made, LA DOTD will post an Addendum setting forth the changes to the evaluation factors or methodology. LA DOTD may extend the Proposal due date identified in Section 1.9 if such changes are deemed by LA DOTD, in its sole discretion, to be material and substantive;
- I) Seek or obtain data from any source that has the potential to improve the understanding and evaluation of the Proposals;
- J) Disqualify any Proposer that changes its organization (as represented in its Proposal) without LA DOTD written approval;
- K) Hold the Proposals under consideration for a maximum of 180 calendar days after the Proposal due date specified in Section 1.9; and/or
- L) Refuse to consider a Proposal, once submitted, or reject a Proposal if such refusal or rejection is based upon, but not limited to, the following:
 - 1) Failure on the part of a principal participant to pay, satisfactorily settle, or provide security for the payment of claims for labor, equipment, material, supplies, or services legally due on previous or ongoing contracts;
 - 2) Default on the part of a principal participant or designer under previous contracts;
 - 3) Unsatisfactory performance of previous work by the Proposer, a principal participant, and/or a designer;
 - 4) Issuance of a notice of debarment, suspension, or disqualification under LA DOTD or federal policies or regulations to the Proposer, a principal participant, and/or a designer;
 - 5) Submittal by the Proposer of more than one Proposal for the same work under the Proposer's own name or under a different name;

- 6) Evidence of collusion between a prospective Proposer (or any principal participant or designer) and other Proposer(s) (or principal participants or designers) in the preparation of a proposal or bid for any LA DOTD project; and/or
- 7) Uncompleted work or default on a contract in another jurisdiction for which the prospective Proposer or a principal participant is responsible, which in the judgment of LA DOTD might reasonably be expected to hinder or prevent the prompt completion of additional work if awarded.

This RFP does not commit LA DOTD to enter into a Contract, nor does it obligate LA DOTD to pay for any costs incurred in preparation and submission of Proposals or in anticipation of a Contract. By submitting a Proposal, a Proposer disclaims any right to be paid for such costs.

8.15.2 Louisiana Department of Transportation and Development's Disclaimer

In issuing this RFP and undertaking the procurement process contemplated herein, LA DOTD specifically disclaims the following:

- A) Any liability or commitment to provide sales tax or other revenues to assist in carrying out any and all phases of the Project; and
- B) Any obligation to reimburse a Proposer for any costs it incurs under this procurement.

In submitting a Proposal in response to this RFP, the Proposer is specifically acknowledging these disclaimers.

Attachment 1 – Cybersecurity Requirements for Internet Service and EV Charging Providers

Purpose and Scope

This section is designed to provide clear and comprehensive cybersecurity guidance to all Broadband and Internet Service Providers (ISPs), EV Charging Providers (EVCPs) or other public services, which receive funding from the state, which offer internet connections to Louisiana constituents, visitors, residents, or businesses. Given the critical role that these providers play in ensuring consistent and secure connectivity for the State, it is imperative that they create and implement a robust cybersecurity plan to detect, manage, and report cyber threats promptly.

Responsibilities

Monitoring for Cyber Threats

Device Configuration: Devices that are a part of or connected to the network should be meticulously configured to generate logs at an appropriate level, ensuring that any irregularities or potential threats are properly recorded.

Event Management: All events, especially those that might indicate potential cyber threats, should be managed, correlated, monitored, and retained as per state standards and regulations. This ensures that ISPs and EVCPs have a comprehensive understanding of their network's security posture at all times.

Continuous Monitoring: All internet connections, regardless of their nature, should be monitored continuously for both known and unknown cyber threats.

Threat Reporting

Immediate Notification: ISPs and EVCPs are expected to report all identified threats to the state in near real-time. This should be facilitated through threat sharing technology platforms, which ensure that threat intelligence is disseminated promptly and effectively.

Mandatory Reporting (during 5-Year Operations and Maintenance Period): Any attempted or successful cyber-attacks on the network or infrastructure of an ISP must be promptly reported to the State of Louisiana Fusion Center. This requirement is non-negotiable and is critical for the state to assess the larger cyber threat landscape.

Cyber Incident Response Plan

Development and Maintenance: All service providers are required to develop a comprehensive Cyber Incident Response Plan (CIRP) detailing their approach to managing and mitigating cyber incidents. This plan should cover everything from threat detection to post-incident analysis.

State Collaboration: ISPs and EVCPs are required to share their CIRP with the State's Governor's Office of Homeland Security and Emergency Preparedness (GOHSEP) office. This ensures that in the event of a statewide cyber incident, there is a coordinated response and that the ISP's measures align with the state's cybersecurity protocols.

Patch Management

Importance of Timely Patching: Ensuring that all systems, applications, and devices are up-to-date with the latest security patches is a critical aspect of maintaining a robust cybersecurity posture. Vulnerabilities that are left unpatched can serve as entry points for cyber attackers.

Routine Patching Schedule: Service providers should implement a routine patching schedule. Critical security patches should be applied as soon as possible, while non-critical patches should be implemented based on a predefined schedule that minimizes disruptions but ensures timely updates.

Patch Assessment: Before applying patches, ISPs and EVCPs should assess them in a controlled environment to verify their compatibility and to ensure that they do not introduce additional vulnerabilities or issues.

Patch Reporting (during 5-Year Operations and Maintenance Period): ISPs and EVCPs should maintain a record of all applied patches, detailing the date of implementation, the nature of the patch, and any observed impact on systems or services. This record should be made available to the State upon request.

Patch Notification: In instances where a patch addresses a critical vulnerability or has a significant impact on services or user security, ISPs and EVCPs should notify their customers and provide guidance on any required actions.

Audits and Compliance: The state may conduct periodic audits to ensure ISPs and EVCPs are adhering to best practices in patch management. Non-compliance with patch management guidelines can lead to further actions as deemed appropriate by the state.

Timely and efficient patch management not only safeguards the service providers' infrastructure but also plays a pivotal role in ensuring the overall security of the Site's digital ecosystem. ISPs and EVCPs are encouraged to prioritize this process and leverage it as a core component of their cybersecurity strategy.

Supply Chain Risk Management

ISPs and EVCPs must understand the requirements contained within this policy section shall be shared with and are applicable to all critical third-party entities providing supporting service to the ISP or EVCP.

Compliance and Review

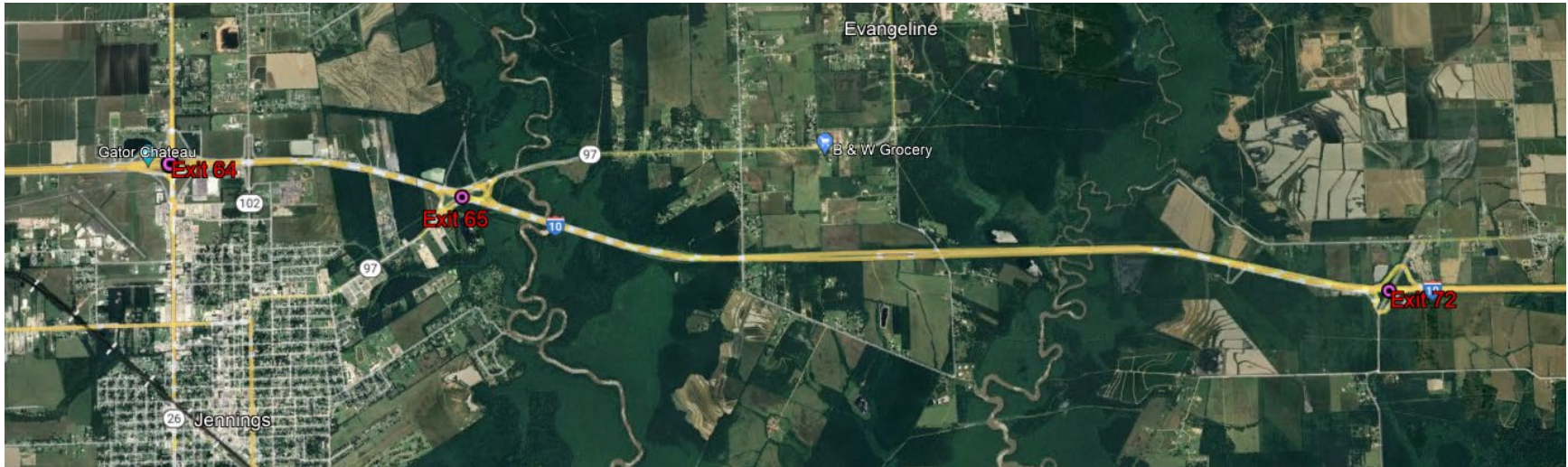
The appropriate state authority will conduct regular reviews of the ISP's cybersecurity measures to ensure adherence to this policy.

Third-party Cyber Risk Assessment: Every 3 years, ISPs and EVCPs are mandated to undergo a cyber-risk assessment conducted by an independent third party. This assessment will evaluate the effectiveness and resilience of the ISP's cybersecurity measures, ensuring that they are in line with best practices and state requirements. Risk Assessment scope shall also include a review of ISP critical vendors, partners, and shared services.

Non-compliance with any of the stipulated guidelines may result in penalties or further action as deemed necessary by the state.

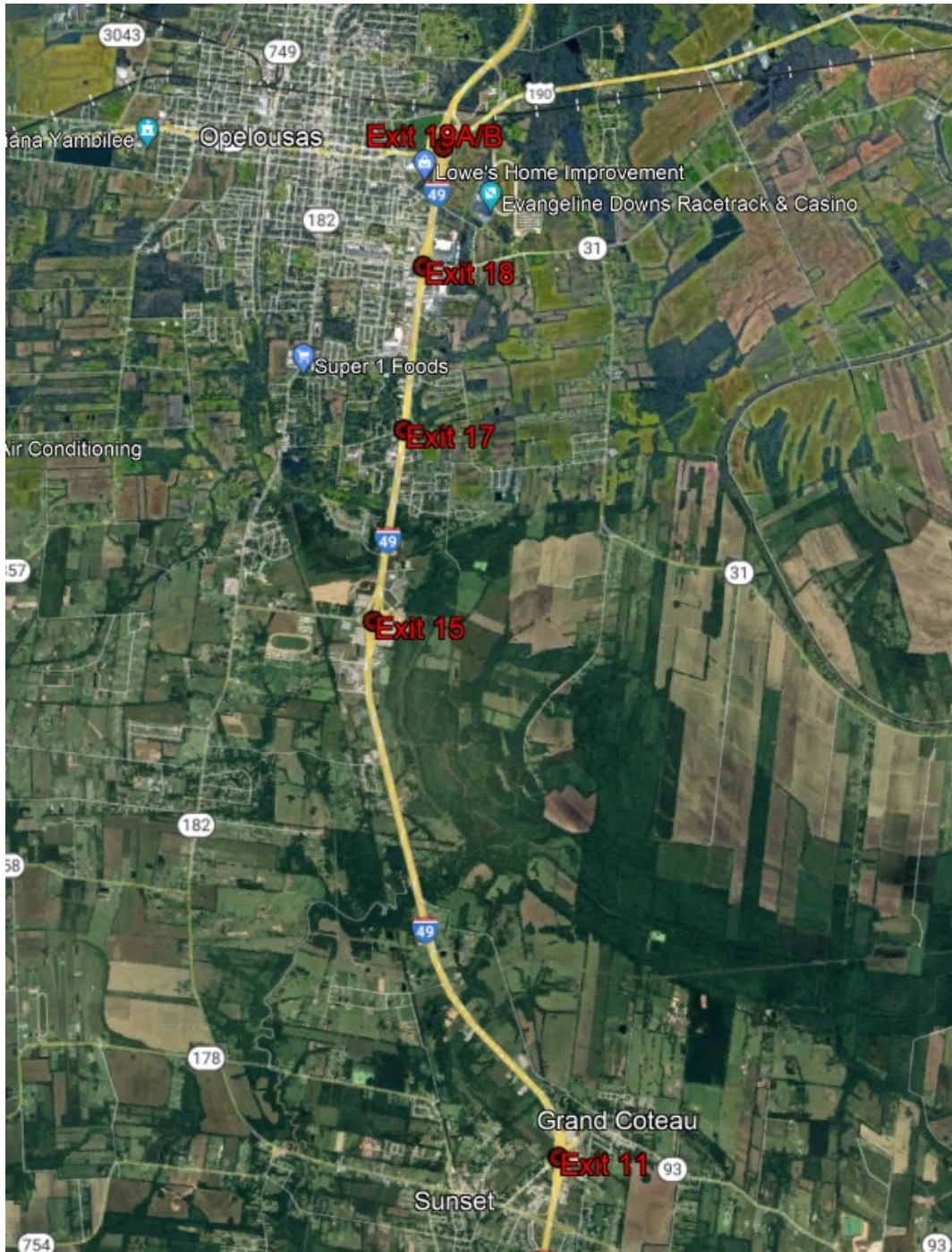
Group H – I-10

- Exit 64 – LA 26
- Exit 65 – LA 97
- Exit 72 – Trumps Rd.



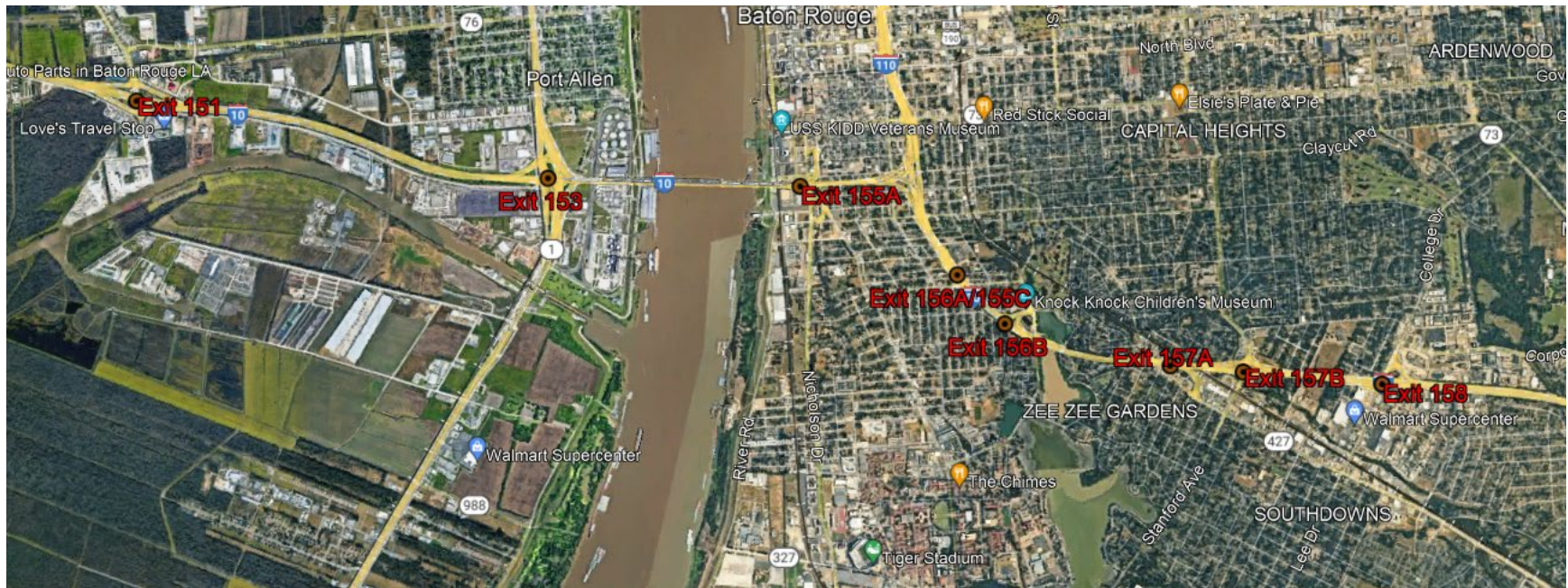
Group I – I-49

- Exit 11 – LA 93
- Exit 15 – LA 3233
- Exit 17 – Judson Walsh
- Exit 18 – LA 31
- Exit 19 A/B – US 190



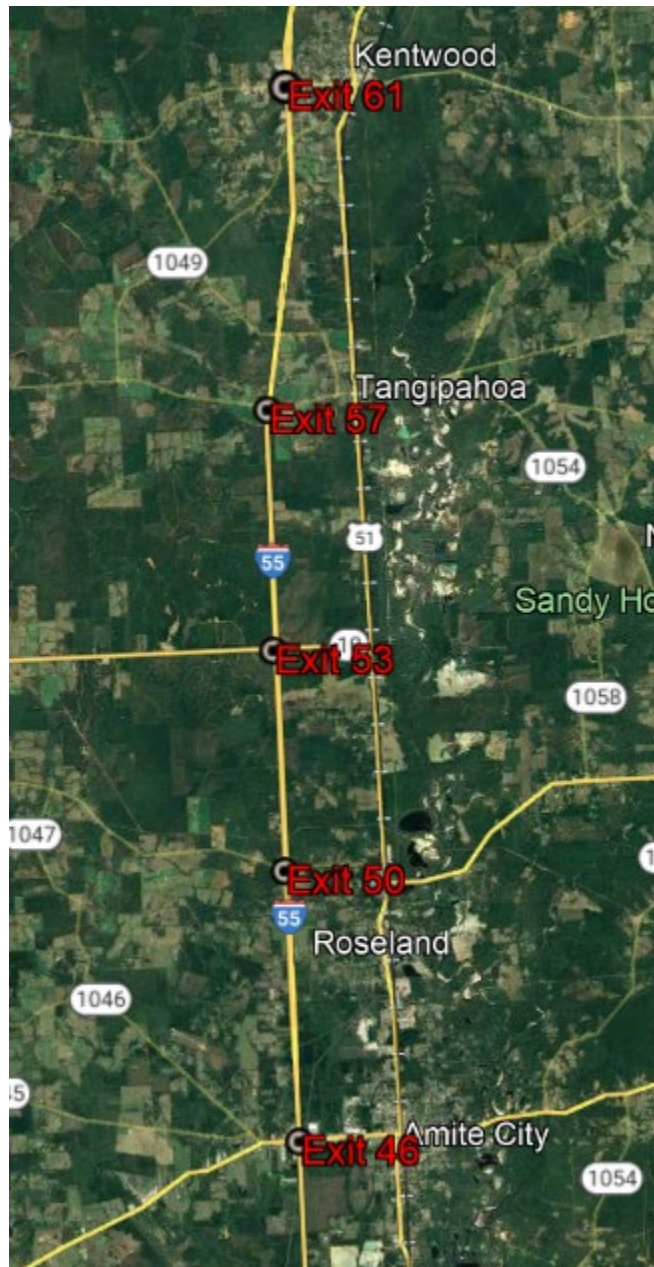
Group K – I-10

- Exit 151 – LA 415
- Exit 153 – LA 1
- Exit 155A – Nicholson Dr.
- Exit 156A/155C – Lorri Burgess Ave.
- Exit 156B – Dalrymple Dr.
- Exit 157A – S. Acadian Thruway
- Exit 158 – College Drive



Group L – I-55

- Exit 46 – LA 16
- Exit 50 – LA 1048
- Exit 53 – 10
- Exit 57 – LA 440
- Exit 61 – LA 38



Group M

I-10

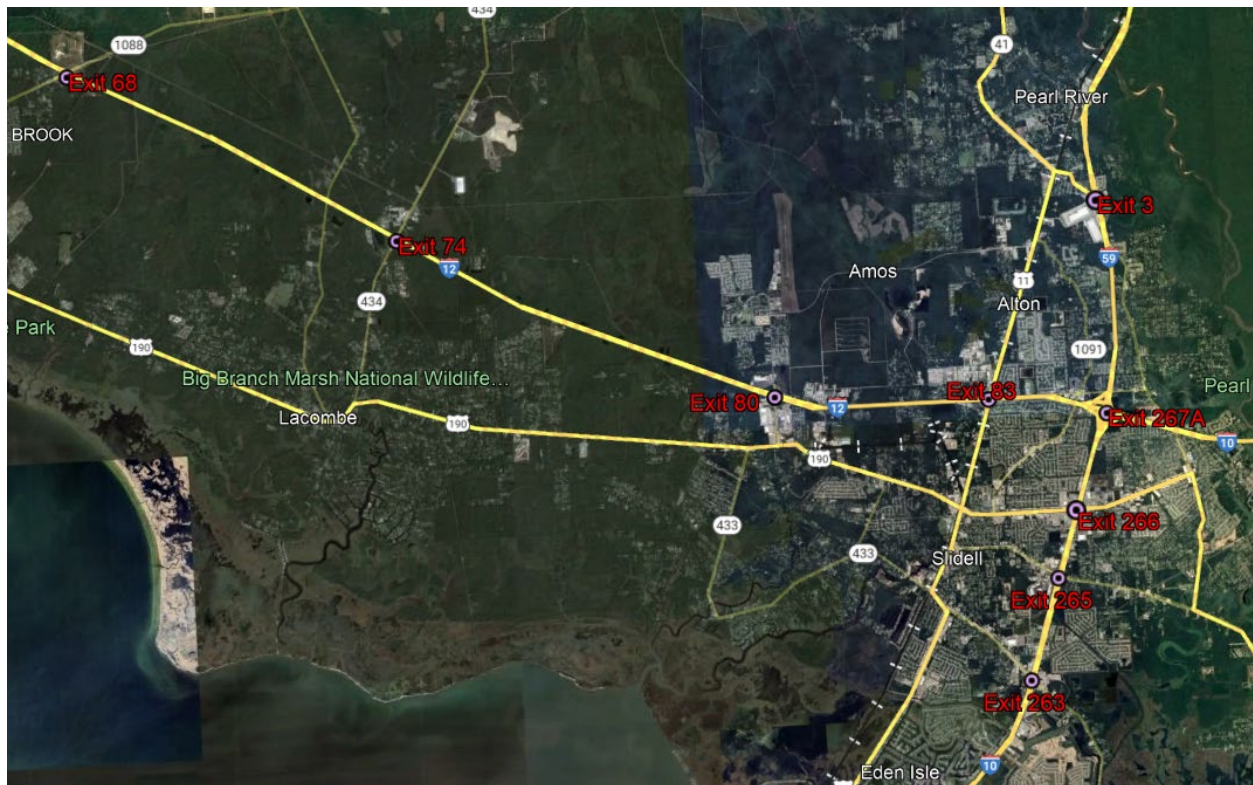
- Exit 267A – I-12
- Exit 266 – US 190
- Exit 265 – US 190 Bus.
- Exit 263 – LA 433

I-12

- Exit 68 – LA 1088
- Exit 74 – LA 434
- Exit 80 – Northshore Blvd.
- Exit 83 – US 11

I-59

- Exit 3 – LA 1090



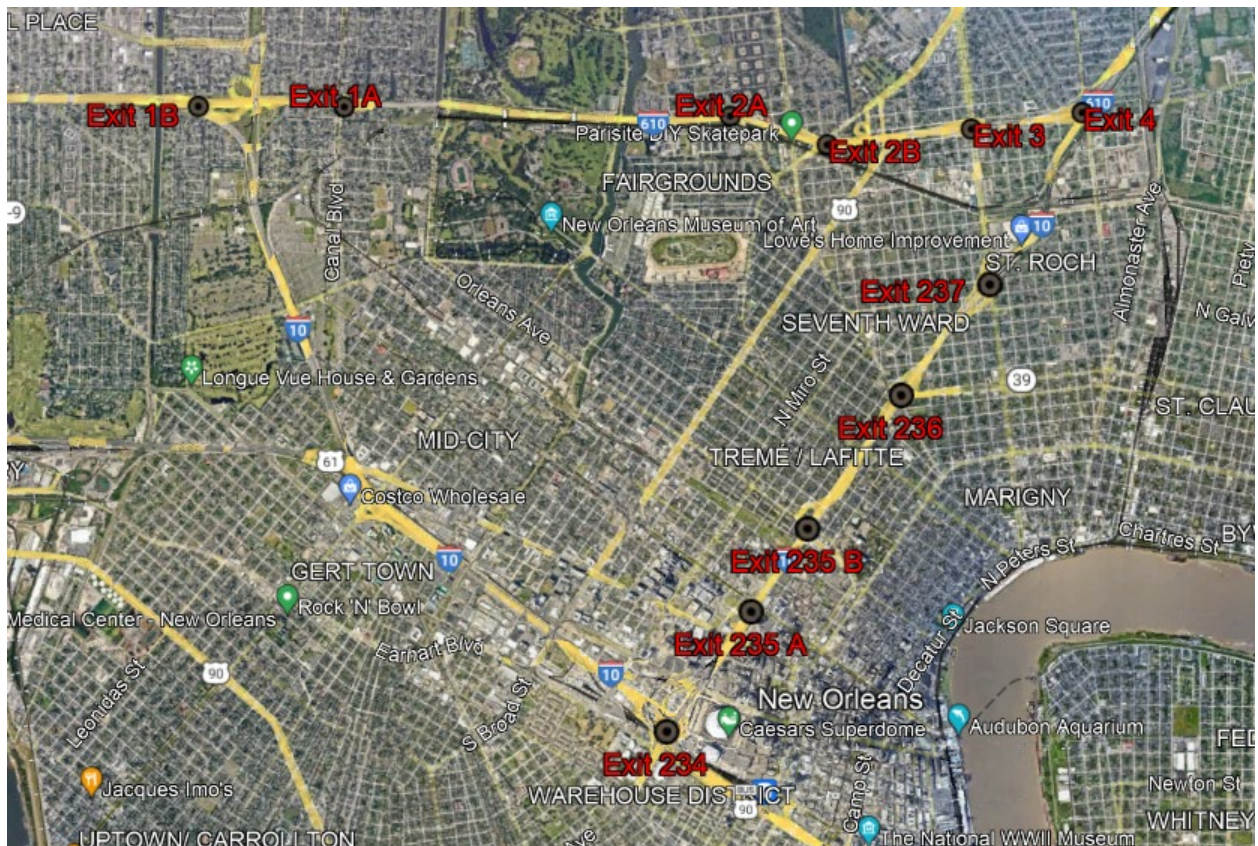
Group N

I-10

- Exit 234 – US 90 Bus.
- Exit 235A – Canal St.
- Exit 235B – Orleans Ave.
- Exit 236 – St. Bernard Ave.
- Exit 237 – Elysian Fields Ave.

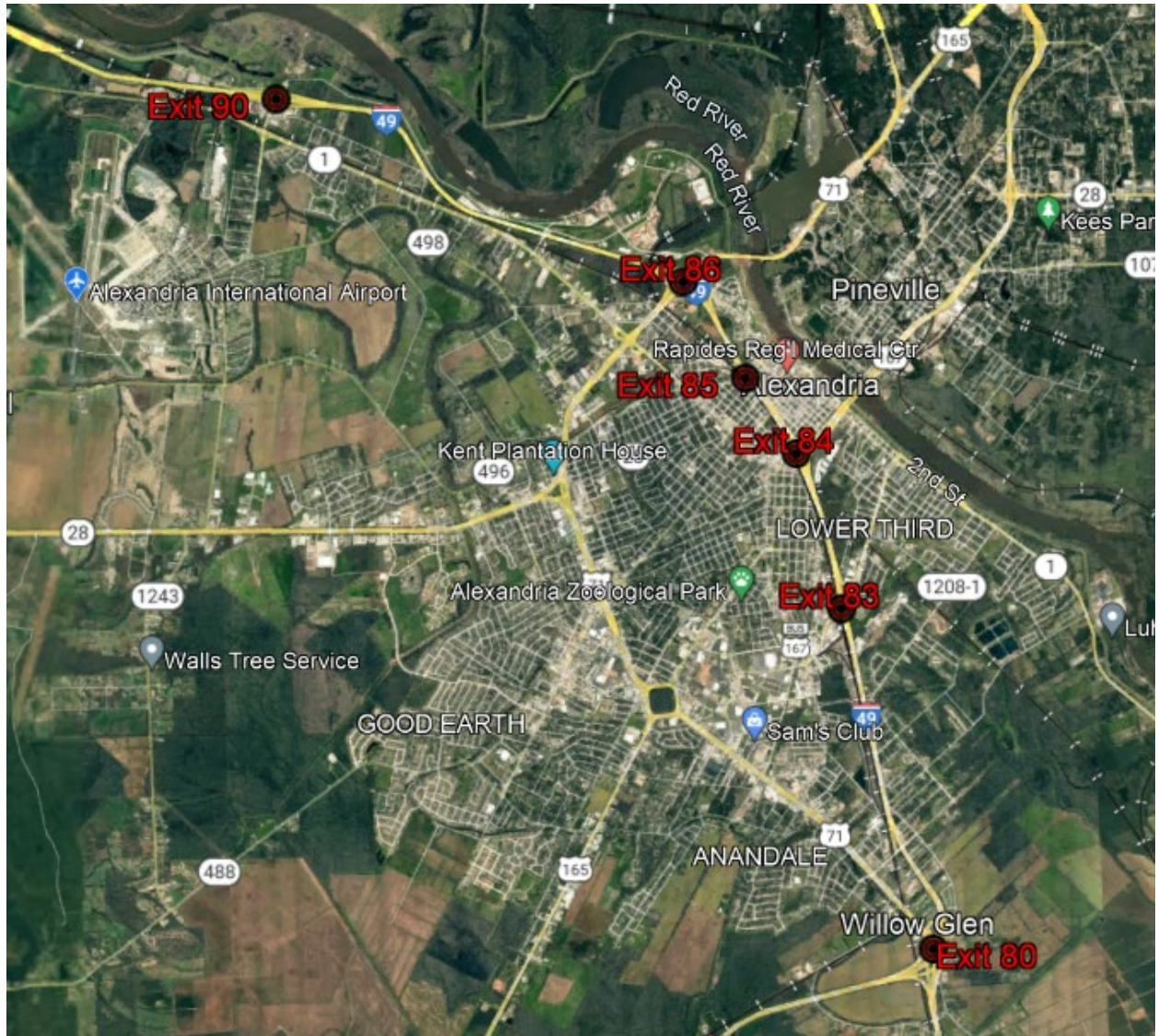
I-610

- Exit 1A – I-10 (West)
- Exit 1B – Canal Blvd
- Exit 2A – St. Bernard Ave.
- Exit 2B – US 90
- Exit 3 – Elysian Fields Ave
- Exit 4 – I-10 (East)



Group Q – I-49

- Exit 80 – US 71(South)
- Exit 83 – Broadway Ave.
- Exit 84 – US 167
- Exit 85 – Rapides Ave.
- Exit 86 – US 71(North)
- Exit 90 – LA 498



Group R – I-49

- Exit 127 – LA 120
- Exit 132 – LA 478
- Exit 138 – LA 6



Group T – I-10

- Exit 182 – LA 70
- Exit 187 – US 61
- Exit 194 – LA 641



Group U – I-310

- Exit 2 – US 61
- Exit 6 – LA 48
- Exit 7 – LA 18



Attachment 3 – Applicant Profile and Site Application (for Display Only)

Minimum and Optional Requirements (FHWA and Louisiana)

*****CLICK SUBMIT TO SAVE PROGRESS*****

*****ALL YES/NO QUESTIONS MUST BE ANSWERED IN ORDER TO SAVE FOR THE FIRST TIME*****

****LABEL CONFIDENTIAL INFORMATION AS SUCH VIA ATTACHMENT****

All information provided in this application must be compliant with [23 CFR 680](#) and LA DOTD NEVI Grant RFP (link once we have it) . Applications will not be accepted in any other format.

Open text fields have a 4000 character limit (approximately 800 words)

FHWA NEVI FAQs

[Respond to All to Continue]

Will each EV charging site be within 1.0 mile of driving distance between the end of at least one off-ramp at the AFC interchange (within Group Corridor) and the entrance to the site property?*

Provide additional detail in Site Distance from Interchange section

- Yes
- No

Will each site's EV charging infrastructure have a minimum station power capability at or above 600 kW and support at least 150 kW per port simultaneously across four ports for charging continuously?*

- Yes
- No

Will charging at each site be available 24 hours a day, 365 days a year?*

- Yes
- No

Will at least a 20% non-federal cost-share be provided by other sources?*

- Yes

No

Will all EVSE requirements for each charging site be met, as listed in FHWA NEVI EVSE Specifications?*

[FHWA NEVI EVSE Specifications](#)

Yes

No

Will the Applicant comply with the Federal minimum standards of the final Federal Rule and all additional provisions in LADOTD's RFP?*

Yes

No

Will the Applicant include any pull-through bays at this site for light duty vehicles with trailers?*

If yes, include additional detail in Site Schematic section

Yes

No

Will the Applicant comply with the ADA NEVI program's requirements at each site?*

Include additional detail in Site Details section

Yes

No

Will the Applicant include overhead canopy providing complete coverage of any drive-up EV charger bay at this site as per FEMA Building Code?*

[FEMA Building Code](#)

If yes, include additional detail in Site Schematic section

Yes

No

Which customer and equipment safety will the applicant install at this site?*

Select all that apply.

If any, include additional detail in Customer and Equipment Safety and Security section

Bollards at all chargers

Station-specific lighting

Video surveillance

- Fire safety equipment
- None

Will the Applicant include station-specific overhead lighting at this site?*

If yes, include additional detail in Site Schematic section

- Yes
- No

Will the Applicant include J3400 connectors for all chargers at this site?*

(In addition to mandatory CCS 1 connectors)

If any, include additional detail in Site Schematic section

- 0 - J3400 Connectors
- 2 - J3400 Connectors
- 4 - J3400 Connectors

Will the applicant provide any charger generator connectors at this site?*

If yes, include additional detail in Site Schematic section

- Yes
- No

Will the Applicant include clean fuel backup power for any charger at this site?*

If yes, include additional detail in Site Schematic section

- Yes
- No

Will the Applicant have qualified technicians?*

[Qualified Technicians](#)

REQUIRED - ATTACH EVTP CERTIFICATIONS AT THE BOTTOM OF THE FORM.

- Yes
- No

Candidate Site Information

Submit Candidate Site application for each Site being proposed.

You may submit multiple applications per round.

REQUIRED - ATTACH COMPLETED NON COLLUSION DECLARATION FILE TO THE BOTTOM OF THE FORM.

Candidate Site Name

REQUIRED

Corridor-Group

Reference the attachment with aerial photos for Corridor Groups. If your interchange is not listed, please check future application rounds.

[Group Maps](#)

REQUIRED

Select or enter value

Interstate & Exit #

Reference the attachment with aerial photos for Corridor Groups. If your interchange is not listed, please check future application rounds.

[Group Maps](#)

REQUIRED

Select or enter value

Street Address

Example: 123 Apple Lane

REQUIRED

City

REQUIRED

Zip Code

REQUIRED

Charger Coordinates (Latitude)

REQUIRED

Charger Coordinates (Longitude)

REQUIRED

Site Host Information

Site Host (Entity) Name

REQUIRED

Site Ownership Status
(Select One)

REQUIRED

- Owner
- Lessee
- Other

Lessee Details

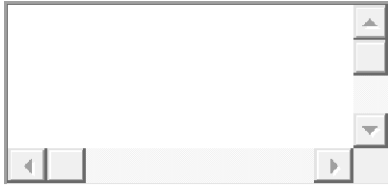
Provide details on lessee site ownership agreement. Attach a letter signed by the owner expressing a commitment to host the EVSE for a minimum of 5 years when they are accepted by LADOTD. Letter should include stating that the terms and rent have been agreed upon, at minimum.

REQUIRED - ATTACH FILE AT THE BOTTOM OF THE FORM.

A rectangular area for file upload, featuring a large empty space and a vertical scrollbar on the right side.

“Other” Details

Provide details on "other" site ownerships agreement

A rectangular area for file upload, featuring a large empty space and a vertical scrollbar on the right side.

Contact Name (Lessee)

REQUIRED

Phone Number (Lessee)

REQUIRED

Email Address (Lessee)

REQUIRED

Site Agreement in Place?

REQUIRED

Select or enter value

Choose an item.

If **"Other"**, attach a letter signed by the owner expressing a commitment to host the EVSE for a minimum of 5 years when they are accepted by LADOTD. Letter should include stating that the terms and rent have been agreed upon, at minimum.

REQUIRED - ATTACH FILE AT THE BOTTOM OF THE FORM.

If Lessee, attach a letter signed by the owner expressing a commitment to host the EVSE for a minimum of 5 years when they are accepted by LADOTD. Letter should include stating that the terms and rent have been agreed upon, at minimum.

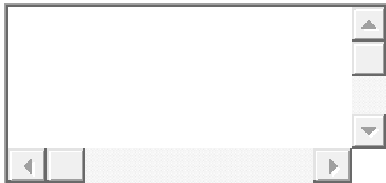
REQUIRED - ATTACH FILE AT THE BOTTOM OF THE FORM.

Site Access Approach

Provide a plan to allow necessary access for LADOTD or its consultants to the Site (e.g., easement, lease, permit, license, etc.) for the construction and duration of the EVSE operation. Access is not required for the entire site and may be limited to the EVSE and structures necessary for confirming compliance with NEVI requirements.

Site Access Approach

REQUIRED

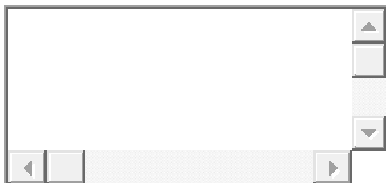


Project Approach

Project Approach

Describe project approach - Planning, design/permitting, site preparation/construction, approach to rates/billing, O&M contracting commitment, up time, data sharing, cybersecurity, physical security, estimated schedule, safety/training

REQUIRED



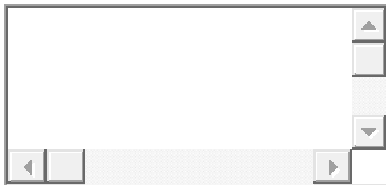
Site Details

Site Details

Identify major characteristics of the Site (e.g., specific street, building, or parking lot); explain why the Site is applicable for the project; describe significant details of the Site, including vehicular access, surrounding roads and traffic patterns; and confirm the Site is compliant with all applicable ADA requirements:

EV charging stations must comply with ADA and Section 504 requirements and be accessible to and usable by individuals with disabilities, including those using wheelchairs or other assistive equipment. Key considerations include safety and ease of use. Specifically, designs for EV charging stations should ensure adequate space for exiting and entering the vehicle, unobstructed access to the EV charging stations, free movement around the EV charging stations and connection point on the vehicle, and clear paths and close proximity to any building entrances. The existing ADA standards address many aspects of accessibility for buildings and sites applicable to EV charging stations but do not specifically address EV charging stations. To address this gap, in July 2022, the U.S. Access Board issued Design Recommendations for Accessible Electric Vehicle Charging Stations. FHWA recommends that charging stations be designed and constructed according to the Access Board's Recommendations to demonstrate ADA compliance and optimize usability for persons with disabilities.

REQUIRED



Significant Site Elements

Provide a map with aerial imagery of the Site, identifying significant elements.

REQUIRED - ATTACH FILE AT THE BOTTOM OF THE FORM.

Site Distance from Interchange

Attach aerial screenshot, indicating distance from interchange. Each Site must be located within one-mile travel distance from the end of an interchange off-ramp to the entrance of the site property, at one of the exit numbers listed in a Corridor Group. This distance must be labeled within the map program used, and not written in.

REQUIRED - ATTACH FILE AT THE BOTTOM OF THE FORM.

Site Schematic

Provide a site schematic for the Site using a diagram or schematic showing the parking space(s) (final engineering plans are not required). Show locations of existing and

proposed designated EV charging parking space(s), EVSE, point of sale equipment, and electric service to the Site. **Also indicate any facilitation for future expansion.** Demonstrate that at least one of the spaces will be ADA compliant. For examples of ADA compliant parking scenarios, refer to drawings provided by the US Access Board at:

<https://www.access-board.gov/ta/tad/ev/#example-charging-scenarios>.

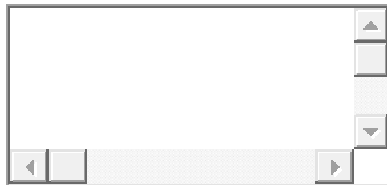
Include dimensions, drainage, lighting, and overhead cover. Dimensions should show accommodation for oversized vehicles and commercial trucks, if applicable. Traffic control devices or on premise signs acquired, installed, or operated shall comply with the following: <https://www.ecfre.gov/current/title-23/section-680.110>

REQUIRED - ATTACH FILE AT THE BOTTOM OF THE FORM.

Amenities

Describe availability of food/beverages, dining, open/free Wi-Fi / internet, retail shopping in vicinity, dedicated support staff for EV charging, 24/7 access to restrooms, etc.

REQUIRED

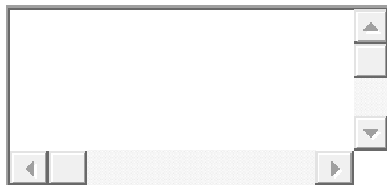


Future Expansion

Considerations for Future Expansion

Additional concrete pads, conduit, utility equipment, real estate or site selections that can be expanded, etc.

REQUIRED

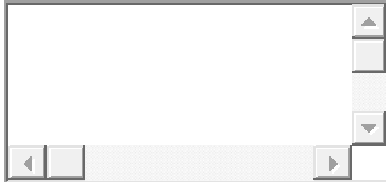


Customer and Equipment Safety and Security

Customer and Equipment Safety and Security

Provide a security plan including flood mitigation, visibility, emergency call boxes, fire prevention, charger locks, strategies to prevent tampering and illegal surveillance of payment devices.

REQUIRED



Equity Plan

Applicant's Equity Plan

Click here for [Equity Plan Guidance](#)

REQUIRED

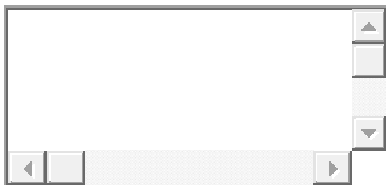


Staffing Plan

Layout approach to maintaining qualified staff, including NEVI EVITP certified staff, and transitioning new staff.

Staffing Plan

REQUIRED



Equipment Vendor

Equipment Vendor (Entity) Name

REQUIRED

Equipment Vendor Contact Name

REQUIRED

Equipment Vendor Telephone Number

REQUIRED

Equipment Vendor Email Address

REQUIRED

Describe the proposed EVSE warranties and parts replacement program for the term of the Agreement.

REQUIRED - ATTACH OR PROVIDE LINKS TO PROMOTIONAL LITERATURE AT THE BOTTOM OF THE FORM.

Proposed EVSE warranties

REQUIRED

Identify EVSE, electrical, and other infrastructure and equipment at the Site which will be hardened against damage or loss of service due to weather, transient surge voltages, traffic incidents, or other environmental factors.

REQUIRED

Permit Status

Identify the status of all necessary permits or other approvals required for the Site.

Permit / Agreement - Air / Land Use

REQUIRED

Select or enter value

Permit / Agreement - Electrical

REQUIRED

Select or enter value

Permit / Agreement - Structural
REQUIRED

Select or enter value

Permit / Agreement - Zoning
REQUIRED

Select or enter value

Permit / Agreement - Environmental - Water
REQUIRED

Select or enter value

Permit / Agreement - Environmental - Other
REQUIRED

Select or enter value

Permit / Agreement - Local agency
REQUIRED

Select or enter value

Permit / Agreement - Other [Select One]
REQUIRED

Select or enter value

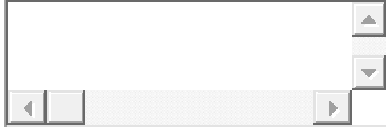
Permit / Agreement - Other (Details)

REQUIRED - IDENTIFY THE SPECIFIC PERMIT OR AGREEMENT IF ANYTHING BUT "NOT APPLICABLE" WAS SELECTED IN PREVIOUS FIELD

Select or enter value

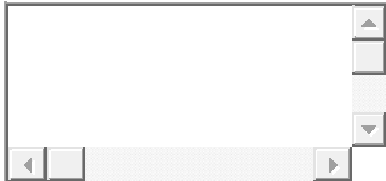
Select or enter value

Choose an item.



Identify and explain any major permit risks or uncertainties and how they will be mitigated/resolved.

REQUIRED



Select or enter value

Choose an item.

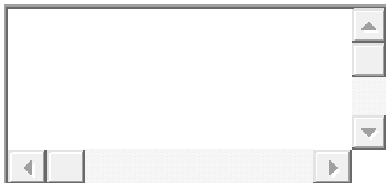
Financial Considerations

Financial Considerations

Describe the financial structure for the Site. Include who will assume ownership of the project; receive any financial benefits; and pay for maintenance and repair.

NOTE: LADOTD is not seeking detailed financial information of the company.

REQUIRED

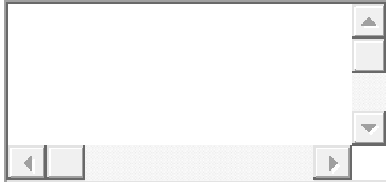


Proposed rate structure and methodology

Provide a general description of the Applicant's approach to 1) the proposed rate structure and methodology (e.g., cost + 1%, additional cost at peak times, discount coupons from the NEVI Developer, etc.) to use EVSE at the Site; 2) customer method of payment; 3) billing practices; and 4) service fees.

Provide statement confirming the approach described is consistent with NEVI Formula Program requirements.

REQUIRED



Electric Utility

Electric Utility (Entity) Name

REQUIRED

Electric Utility Contact Name

REQUIRED

Electric Utility Telephone Number

REQUIRED

Electric Utility Email Address

REQUIRED

Utility Estimate

Please work with your utility to provide an estimate of the total engineering and construction cost for utility owned infrastructure (in front of the meter) for the project based on Site being applied for.

REQUIRED

Scope of Utility Upgrade

In the box below, please briefly describe the scope of any needed utility upgrades for the project. Please consider whether engineering, construction, and/or permitting is needed, whether an interconnection study is necessary, and the extent of services needed for completion. This should include whether upgrades are necessary for the following pieces of equipment:

- Power transformer
- Terminator Pole
- Service lateral/conductor
- Metering
- Primary line extension
- Any additional equipment

REQUIRED

Utility Estimated Completion Time

Based on the information provided above, please provide an estimate of time in DAYS required to complete the necessary utility-owned infrastructure (in front of the meter) upgrades.

REQUIRED

REQUIRED - ATTACH SIGNED POWER COMPANY AFFIRMATION, EMAIL CONCURRENCE FROM POWER COMPANY, WILL-SERVE LETTER FROM POWER COMPANY OR OTHER DOCUMENT INDICATING THAT THE POWER COMPANY CAN/WILL SERVE THE SITE BEING APPLIED FOR.

Utility Contact Information

<https://www.publicpower.org/public-power-louisiana>

<https://www.alec.coop>

<https://www.lpsc.louisiana.gov/Utilities>

Milestones

Design: Proposed Days Following Notice to Proceed (NTP)

REQUIRED

Notes

Permitting: Days to Complete Following NTP

REQUIRED

Notes

Procurement of EV Equipment (Days)

REQUIRED

Notes

Construction: Days to Complete Following NTP

REQUIRED

Notes

Power Service Available to Site Following NTP (Days)

REQUIRED

Notes

Testing and Inspection (Days)

REQUIRED

Notes

Provide explanation regarding the Site schedule, if necessary.

Pricing Proposal

Pricing Proposal Narrative

Insert Pricing Proposal narrative as described - The pricing proposal represents a committed fixed subsidy amount required for all contracted EVSE services, including development, design, construction, operations, and maintenance of the Site. LADOTD will reimburse 80% of actual, reasonable, and necessary costs based on the approved budget. Reimbursement of eligible costs may only occur after funds are expended and appropriate documentation is submitted for reimbursement. The maximum award will be established based upon the applicant's initial pricing proposal. Plan changes or amendments to add cost will not be covered through the NEVI program and 100% of the cost beyond the maximum award will be the responsibility of the applicant. The Applicant shall include the following for each individual Candidate Site:

- Costs for site preparation, design, and permits
- Utility infrastructure improvements relative to EV station operation
- Costs to purchase, install, integrate, test, and implement the EVSE
- Costs of operations and maintenance (including reporting) during each year of required EVSE operability
- Costs for all software, hardware, and back-end fees
- Costs for hiring, training, and managing onboard operators
- Identification of committed, fixed amount of LADOTD/FHWA subsidy required
- Any costs not covered above

The pricing proposal shall also include a one-page narrative. The narrative shall describe major cost drivers for construction, operations, and maintenance. Additionally, the Applicant shall include major assumptions that form the basis of the proposed cost and an explanation of those assumptions.

REQUIRED

Design and Permitting Total Costs

REQUIRED

Utility Infrastructure Improvements Total Costs

REQUIRED

Site Preparation and Construction Total Costs

REQUIRED

EVSE Hardware and Software Total Costs

REQUIRED

Annual Operations and Maintenance Network Subscription and Total Cost

REQUIRED

File Upload

REQUIRED - Documents Listed Below Must Be Uploaded:

1. **EVITP Certifications**
2. **Lessee - Owner Commitment**
3. **Warranties**
4. **Power Company Affirmation, Email Concurrence from Power Company, Will-Serve letter from Power Company or other document indicating that the Power Company can/will serve the site being applied for.**
5. **Map of aerial images**
6. **Digital aerial screenshot showing distance**
7. **Site Schematic**
8. **Non Collusion Declaration**
9. **Proprietary Information Document (Including Applicable Section and Information)**

Drag and drop files here or browse files

APPLICATION COMPLETE?

ONLY CHECK THIS BOX AFTER ALL REQUIRED FIELDS ARE FILLED IN. ONCE THIS BOX IS CHECKED AND THE SUBMIT BUTTON IS CLICKED, THE APPLICATION WILL BE SENT TO THE SCORING TEAM AND WILL NO LONGER BE AVAILABLE FOR THE APPLICANT TO EDIT.

Louisiana National Electrical Vehicle Infrastructure (NEVI)

Formula Program Applicant Profile

*****APPLICANT PROFILE MUST BE COMPLETED IN ITS ENTIRETY TO
SUBMIT*****

*****LABEL CONFIDENTIAL INFORMATION AS SUCH VIA ATTACHMENT*****

All information provided in this application must be compliant with [23 CFR 680](#) and LA DOTD NEVI Grant RFP (link once we have it) . Applications will not be accepted in any other format.

Open text fields have a 4000 character limit (approximately 800 words)

[FHWA NEVI FAQs](#)

Applicant Information

Applicant Business Name*
(As shown on income tax return)

TIN #*

Mailing Address*

City*

State*

Select or enter value

Zip Code*

Authorizing Agent

(Person Authorized to sign contracts on behalf of the Applicant)

Name*

Title*

Phone Number*

Authorizing Agent Telephone Number

Email Address*

Fiscal Agent

(Person who will be submitting expenditure reports on behalf of the Applicant)

Name*

Title*

Phone Number*

Fiscal Agent Telephone Number

Email Address*

Project Director

(Primary point of contact for the project during implementation)

Name*

Title*

Phone Number*

Project Director Telephone Number

Email Address*

Background & Experience (Prime or Sub-Contractor)

List at least three (3) DCFC EVSE installations during the last five years (including operation and statistical reporting.)

LADOTD reserves the right to contact or visit any of the references provided or those of which LADOTD becomes aware.

Reference Project #1*

Organization Name #1*

Address*

Contact Name*

Phone*

Email*

EVSE Operational Start Date*

Connector Type*

Select All Applicable

J3400

CCS

CHAdeMO

Station Power Level (kW)*

Charger Up-Time over Past 6 Months (If Available)

 %

Charger Up-Time since Op Start Date (If Available)

 %

Reference Project #2*

Organization Name #2*

Address*

Contact Name*

Phone*

Email*

EVSE Operational Start Date*

Connector Type*

Select All Applicable

J3400

CCS

CHAdeMO

Station Power Level (kW)*

Charger Up-Time over Past 6 Months (If Available)

 %

Charger Up-Time since Op Start Date (If Available)

 %

Reference Project #3*

Organization Name #3*

Address*

Contact Name*

Phone*

 +1 (___) ___-__

Email*

EVSE Operational Start Date*

Connector Type*

Select All Applicable

J3400

CCS

CHAdeMO

Station Power Level (kW)*

Charger Up-Time over Past 6 Months (If Available)

%

Charger Up-Time since Op Start Date (If Available)

 %

Reference Project #4

Organization Name #4

Address

Contact Name

Phone

Email

EVSE Operational Start Date

Connector Type

Select All Applicable

J3400

CCS

CHAdeMO

Station Power Level (kW)

Charger Up-Time over Past 6 Months(If Available)

 %

Charger Up-Time since Op Start Date(If Available)

%

Reference Project #5

Organization Name #5

Address

Contact Name

Phone

Email

EVSE Operational Start Date

Connector Type

Select All Applicable

J3400

CCS

CHAdeMO

Station Power Level (kW)

Charger Up-Time over Past 6 Months(If Available)

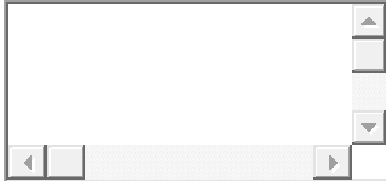
%

Charger Up-Time since Op Start Date(If Available)

%

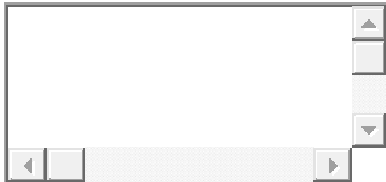
Describe experience with other Title 23 federal aid program, if any. Describe potential

challenges and key elements that must be considered in implementing a Title 23 federal aid program.*



Describe general financial capabilities of the Applicant and document: 1) any funding commitments or financing in place today and/or 2) funding sources that will be available in the future that are intended to support the project.*

Include who will assume ownership of the project; receive any financial benefits; and pay for maintenance and repair.



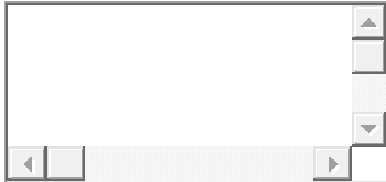
File Upload*

1. File Listing Section(s) and Information Deemed as Proprietary

Drag and drop files here or browse files

Privacy and Cybersecurity*

Describe processes and procedures related to data sharing responsibilities and identify critical cybersecurity and data safety and privacy issues with appropriate measures to manage cybersecurity for all parties involved.



Compliance with Buy America Requirements*

- When did the proposed charging manufacturer begin production of 150kW DCFC in the United States?
- When will the proposed charging manufacturer begin production of 150kW DCFC that meet the 55% US cost of components test?
- What is the applicant's mitigation plan if their chosen charging supplier does not meet the deadline for 55% US cost of components?

NEVI BABA Guidelines:

[Waiver of Buy America Requirements for Electric Vehicle Chargers](#)

Describe Training and Certification Plan for employees/contractors that install, operate, and maintain DCFC equipment.*

Business Model Beyond 5 Years - describe how the company plans to increase revenue with its services and customer base beyond the 5-Year Operations and Maintenance Period*

Send me a copy of my responses

Submit

Attachment 4 – Non Collusion Declaration

A sworn statement shall be submitted in the form of an affidavit as indicated below, executed and sworn to by the bidder before persons authorized by laws of the State to administer oaths.

Affidavit

State Project Number: _____

Name of Project: _____

Parish: _____

(an individual)
(a partnership)
(a corporation)

certify that:

(1) That affiant employed no person, corporation, firm, association, or other organization, either directly or indirectly, to secure the public contract under which he received payment, other than persons regularly employed by the affiant whose services in connection with the construction, alteration or demolition of the public building or project or in securing the public contract were in the regular course of their duties for affiant, and

(2) That no part of the contract price received by affiant was paid or will be paid to any person, corporation, firm, association, or other organization for soliciting the contract, other than the payment of their normal compensation to persons regularly employed by the affiant whose services in connection with the construction, alteration or demolition of the public building or project were in the regular course of their duties for affiant.

(an individual)
(a partnership)
(a corporation)

Signed _____

By _____

Title _____

Parish or county _____

State of _____

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

My commission expires the _____ day of _____, 20__.

Notary Public