



**REQUEST FOR PROPOSAL
SOLICITATION #2223-19 EV Charging Stations**

The following is sought:

The City is seeking proposals for provision of electric vehicle charging as a service to be located at the City of Urbana Parking Garage and/or other City-owned properties by mutual consent.

Requesting Department: Public Works

Contact Person: Scott R. Tess

Address: 706 Glover Ave. Urbana, IL 61801

Telephone No.: (217) 384-2381

E-Mail Address: srtess@urbanaininois.us

Date of Request Posted on City's website: 10/28/2022

Questions Due to City Date: 11/11/2022 **Time:** 5:00 P.M. Central Time

Date Published in News-Gazette: 11/2/2022

Proposal Submission Date: 11/30/2022 **Time:** 5:00 P.M. Central Time

Allowable Means for Transmitting : email to srtess@urbanaininois.us

All Proposals submitted in response to this Request shall be irrevocable for a period of 30 days after the Proposal submission due date and may not be withdrawn by the Respondent during this period. After such time has elapsed, the Respondent may withdraw the proposal if it has not been selected prior to the request to withdraw. Such withdrawal shall be requested in writing.

Request documents are available online at the City of Urbana website:

<https://www.urbanaininois.us/bids-rfps>

If you would like to receive e-mail notification when new procurements are posted by the City, please sign up for the mailing list here: <http://eepurl.com/di4k75>

The City reserves the right to waive technicalities or to accept or reject any proposal or combination of proposals based upon the City's determination of its best interest.

1. **DEFINITIONS:**

“City” shall mean the City of Urbana, Illinois, a municipal corporation and home rule unit of local government.

“Contact Person” shall mean the person specified on page 1 of the Request who should receive all communication sent to the Requester.

“Contract” shall mean a written instrument that, once executed by the Successful Respondent and the City, becomes legally binding and enforceable on the City and the Successful Respondent. “Contract” shall also mean any and all exhibits, whether or not labeled as such, which are attached to or incorporated in the instrument by reference that may, but not necessarily, include, the Request, Proposal or a part or portions thereof.

“Electric Vehicle Supply Equipment” or “(EVSE)” shall mean equipment that provides for the safe transfer of energy between the electric utility power and an electric vehicle. EVSE includes electric vehicle charge cords, charge stands (residential or public), attachment plugs, vehicle connectors, and protection.

“Request” shall mean this document and all exhibits appended to and/or which are referenced in this document.

“Specifications” shall mean the terms, conditions, and requirements described in this Request.

“Respondent” shall mean any contractor, consultant, professional, or vendor who submits a Proposal in response to this Request.

2. **SPECIFICATIONS:**

See Exhibit A – SUMMARY AND SPECIFICATIONS appended hereto and made a part hereof.

3. **RESPONDENT QUESTIONS ABOUT THE REQUEST:**

3.1. Responsibilities of Respondent: It shall be the responsibility of each Respondent to be fully familiar with the Specifications, General Instructions (Exhibit B) and other requirements contained in and included with this Request. No plea of error or ignorance by a Respondent of the Specifications, General Instructions and other requirements shall be accepted.

3.2. Questions: All questions pertaining to this Request must be received by the Contact Person by 5:00pm Central November 11, 2022. Answers may be provided in an addendum emailed to all Respondents registered or otherwise have indicated their interest in submitting a Proposal to the Requester. (See Section 3.4.)

3.3. Discrepancies and Omissions: If a Respondent finds discrepancies or omissions in the Specifications or is in doubt as to the meaning of any requirement or term contained in this Request, the Respondent shall notify the City at least five (5) business days prior to the deadline for submission of the Respondent's Proposal. If the Requester deems the information necessary for submitting Proposals, the City will send written instructions in the form of an addendum to all Respondents that have indicated their interest in submitting a Proposal to the City. (See Section 3.4) The City will not be responsible for any oral instructions. The failure of the Respondent to request clarification prior to submitting a Proposal waives the Respondent's right to claim any ambiguity or discrepancy in the documents or lack of understanding of any term or requirement.

3.4. Addenda: If the City deems it appropriate to issue one or more addenda to this Request, the City shall send such addenda to all Respondents that have indicated to the City an interest in submitting a Proposal in response to this Request by registering on the City's website entry for this Request or by notifying the Contact Person in writing (by e-mail or letter). All such issued addenda shall be deemed a part of this Request.

3.5. Contacting City Staff and Officials: Respondents are prohibited from contacting City staff and any elected or appointed official of the City regarding this Request except as specifically set forth in this Request. Failure to comply with this provision may result in rejection of any or all Proposals.

4. GENERAL INSTRUCTIONS; PROPOSAL CONTENT; FORMAT; SUBMISSION:

See EXHIBIT B – GENERAL INSTRUCTIONS; PROPOSAL CONTENT; FORMAT; SUBMISSION appended hereto and made a part hereof.

5. GENERAL LEGAL MATTERS:

See EXHIBIT D – GENERAL LEGAL

EXHIBIT A

SECTION 2 – SUMMARY AND SPECIFICATIONS

2.1. Summary: The City is seeking proposals for provision of electric vehicle charging as a service to be located at the City of Urbana Parking Garage and/or other City-owned properties by mutual consent. Applicants may seek to leverage Illinois Notice of Funding Opportunity 4: Light-Duty Electric Vehicle Direct Current Fast Charging (DCFC) Infrastructure and/or Illinois Charging Infrastructure Grant Program, but neither is a requirement of this Request. A copy of each notice is attached to this Request. It should be noted that the Grant Program is only a proposed rule at the time of publication of this Request. The service should provide installation, operation, and decommissioning of electric vehicle supply equipment (EVSE). The City intends to enter into a site license, lease, or other such agreement whereby a vendor may utilize City-owned properties as hosts for a vendor's EVSE.

2.2. Proposals must include the following profile information:

- Organization name
- Address, City, State, Zip Code
- Names, Titles, Phone Numbers, and Email Addresses of Two Contact People
- Identify if submittal is for a Parent Company (List any Division or Branch Offices to be involved in this project), a Division, a Subsidiary, or a Branch Office
- Year Firm was established
- If the Respondent intends to sub-contract parts of the work, include the above information for all contemplated sub-contractors to the extent known at the time of submission or simply note sub-contract likely

2.3. Proposals must include the relevant experience of no more than four individuals with primary responsibility of building, owning, operating, and decommissioning EVSE

- Name of person
- Current job title
- Job responsibilities
- Number of years with organization
- Primary office location
- Academic degrees, certifications, professional affiliations, relevant publications and technical training
- Description of the role and responsibilities this individual will have for the duration of this project
- List of similar projects which individual has worked on in the past 24 months

2.4. Proposals must include the following qualifications information

- Summary of experience building, owning, operating, and decommissioning EVSE
- Summary of no more than three recent EVSE projects
- Summary of any grants or rebates the respondent intends to use for the proposed project and description of whether those funding sources are a prerequisite for the proposed project(s)
- Summary of financial capabilities of the respondent
- Completed Equal Employment Opportunity Workforce Statistics Form or statement declaring ability to complete such form prior to any award of contract. See <https://www.urbanaininois.us/government/mayors-office/human-relations/public-vendorscontractors>
- Completed Vendor Representations and Additional Duties Form or statement declaring ability to complete such form prior to any award of contract. See <https://urbanaininois.us/Purchasing-Forms>

2.5. Proposals must include the following project information

- Proposed location(s) for EVSE
- Proposed number of EVSE at each location
- Proposed level(s) of EVSE
- Proposed model(s) of EVSE
- Proposed electricity supply arrangements, connection, metering, etc
- Proposed customer interface and networking of EVSE
- Proposed customer rate(s) for using the EVSE
- Proposed type of legal agreement with the City of Urbana to utilize City property for EVSE
- Proposed term for use of City of Urbana property for EVSE
- Proposed licensing fee, lease rate, or revenue sharing
- Proposed long term ownership of the EVSE. Will the respondent be selling completed project to another vendor?
- Proposed liability and indemnity for the City of Urbana
- Proposed decommissioning plan for EVSE at end of the agreement term
- Proposed decommissioning plan if City determines to sell a property hosting EVSE
- Proposed joint purchasing arrangements (if any) whereby other public sector agencies in Champaign County, Illinois may utilize the same terms agreed to by the City of Urbana for electric vehicle charging as a service

2.6. Proposals may not exceed 40 pages in total.

EXHIBIT B

4. GENERAL INSTRUCTIONS; PROPOSAL CONTENT; FORMAT; SUBMISSION:

4.1. Due Date and Time: No Proposal shall be considered if it is received by the contact person after the due date and time specified on Page 1 of the Request.

4.1.1. Format: All Proposals must follow the format described in this Exhibit B. Respondents shall provide information requested by this Request in a direct and concise manner. Responses shall refer directly to section numbers in this Request.

4.1.2. Guaranteed Proposals: All Proposals must be guaranteed and the City will not accept conditional or qualified Proposals unless provided otherwise in this Request.

4.1.3. Completion of Forms: All blank spaces in any form document included in the Proposal must be filled in by using a typewriter, indelible ink, or word processor. Where amounts are given in both words and figures, the words will govern if there is a discrepancy between the words and figures. If there is a discrepancy between the total price amount and the sum of the unit prices, the sum of the unit price will govern. The person signing the Proposal must initial any changes or corrections made on the Proposal if changes are made by typewriter or indelible ink after printing. Electronically submitted revisions of the proposal should have changes tracked through a word processor and the revised version shall be signed in the manner described in 4.1.4.

4.1.4. Authorization to Submit Proposal: A responsible person must sign the Proposal and, in the case of a business entity or firm, represent and warrant that the signer is duly authorized to sign the Proposal on behalf of the Respondent. For Proposals tendered by e-mail, this signature should be scanned and included with the Proposal document.

4.1.5. Acceptance/Rejection: The City's decision to accept or reject any or all Proposals or portions thereof shall be final.

4.1.6. Clarification of Proposal: Subsequent to receipt of Proposals, the City may require the Respondents to clarify or explain their Proposals or any part or parts thereof by way of a telephone conference, e-mail, in-person conference, or in writing.

4.1.7. Revisions After Submission: If changes are made by typewriter or indelible ink after printing, the person signing the Proposal must initial any changes or corrections made on the Proposal. If changes are made on an electronically submitted Proposal, then the changes should be visually

highlighted through a word processor and the revised version shall be signed in the manner described in 4.1.4.

4.1.8. Multiple Proposals: A Respondent may submit multiple Proposals involving various methods of meeting the goals and objectives outlined in this Request. However, each submitted Proposal shall be separate and complete in every respect and the envelope or cover page shall be conspicuously marked as Proposal No. 1, No. 2, etc.

4.2. Proposal Content and Format:

4.2.1. Addressing Specifications (Exhibit A): Respondent must address each Specification contained in Exhibit A. If any part of Respondent's Proposal proposes one or more deviations from the Specifications (Exhibit A), the Respondent must provide sufficient information for each Specification for which a deviation is proposed, a sufficiently clear description of the deviation for the City to understand what is proposed and an explanation insofar as how the Respondent's proposed deviation is of equal or better quality than the City's Specification.

4.2.2. Amendments to Request: In the event that the City issues any changes to its Request following the publication or issuance date, as the case may be, listed on Page 1 of this Request, it will do so through one or more addenda which will be sent to those Respondents that have expressed interest in submitting Proposals.

4.3. Submitting Proposals:

4.3.1. Proposal Submissions by Mail, Hand-Delivery, or Courier Service: If a Proposal will be submitted by mail, hand-delivered, or by courier service, the Proposal shall be submitted in a sealed opaque envelope bearing the following information: Name, address, and phone number of Respondent; Solicitation name, title, and number, if any; and Proposal opening date and time as specified on Page 1 of the Request.

4.4. Assumption of Risk: Regardless of the means and method by which Respondent uses to send the Proposal, Respondent assumes all risks of errors in sending and delay caused when or by sending Respondent's Proposal for receipt by the contact person listed on Page 1 of the Request after the date and time specified on Page 1 of the Request. The City shall have no responsibility should Respondent's Proposal be received after the date and time specified on Page 1 of the Request for the City's receipt of Proposals.

EXHIBIT C

SECTION 5 - EVALUATION CRITERIA

5.1. TREATMENT OF PROPOSALS: Until such time as the City has entered into and executed a Contract with a Respondent or has fully rejected all the Proposals, the Proposals will be subject to Section 7(h) of the Freedom of Information Act. 5 ILCS 140/7(h) governing “proposals and bids for any contract.”

5.2. EVALUATION CRITERIA: The City will evaluate the Proposal(s) following the date and time when opened. The evaluation will be conducted before the Proposals expire and will be based on and but may not be limited to the following criteria.

- Completeness
- Experience building, owning, operating, and decommissioning EVSE
- Financial capabilities of the respondent
- Appropriateness of the equipment for the sites
- Appropriateness of the customer experience
- Appropriateness of the agreement with the City
- Appropriateness of decommissioning plan

5.3. REFERENCE INVESTIGATIONS: The City may undertake such investigations and other due diligence regarding Respondent and Respondent’s Proposal as it deems necessary and appropriate. Such investigation may include, but is not limited to, contacting any reference supplied by the Respondent or any customer/client known to the City which has obtained goods, services, labor and/or materials from Respondent similar to those described in this Request. The City reserves the right to reject any Proposal if the evidence submitted by, or investigation of such Respondent fails to satisfy the City that Respondent is properly qualified meet the requirements contained in this Request.

5.4. DEFAULT ON OBLIGATIONS TO CITY: No Proposal will be considered if the Respondent is in arrears or is in default on any obligation, tax, fee, or fine due and owing to the City or is in breach of any agreement to which the City is a party which breach has not been fully cured to the satisfaction of the City.

EXHIBIT D

SECTION 8 – GENERAL LEGAL MATTERS

8.1. RIGHTS TO PROPOSALS AND SUPPORTING MATERIALS: All Proposals and related information provided by Respondents shall become the property of the City when received and shall not be returned to the Respondent. However, in the event any Respondent has a documentable statutory or common law intellectual property right (e.g., patent, copyright, trademark, service mark, etc.) in any part of the Respondent's Proposal or supporting materials which is or are not otherwise in the public domain, the submission of the Respondent's Proposal shall not be deemed or construed as a waiver, release, or transfer to the City of the Respondent's intellectual property rights.

8.2. PUBLIC RECORDS; CONFIDENTIAL INFORMATION:

8.2.1. Application of Freedom of Information Act After Award: Following the selection of and the execution of a Contract with the Successful Respondent, if any, all Proposals will be available to the public upon receipt of a valid Freedom of Information Act ("FOIA") (5 ILCS 140/1 et seq.) request and other applicable laws and rules except as provided below.

8.2.2. Confidential Information: A Respondent may not designate an entire proposal as confidential in order to avoid having it produced in response to the City's receipt of a request for information under the Freedom of Information Act (5 ILCS 140/1 et seq., "FOIA"). If a Respondent believes that it has a lawful basis for designating certain information in the Respondent's Proposal as confidential, proprietary or trade secret, as defined in the Illinois Trade Secret Act (765 ILCS 1065/1 et seq.), the Respondent must specifically label each page of the Proposal that contains such information with a legend stating: "CONFIDENTIAL INFORMATION." The Respondent must also provide sufficient information to the City to establish the confidentiality of the information labeled as such since the City will have no obligation to ascertain whether such information is in fact exempt from production under FOIA. Respondent's request for confidential treatment of information in a Proposal shall not supersede the City's legal obligations under FOIA.

8.2.3. Confidential Proposals: The City will neither accept nor consider any Proposal which indicates that it should be treated confidential, proprietary or trade secret in its entirety.

8.2.4. Submission of Confidential Information: If a Respondent requests that a portion of its Proposal be treated as confidential, proprietary or trade secret, the Respondent must submit an additional copy of the Proposal with that information deleted. This copy must state the general nature of the material deleted and shall retain as much of the Proposal as possible.

8.2.5. Costs of Claiming Confidentiality: Each Respondent shall be responsible for any costs which the City incurs in defending a request for Proposal information which the Respondent has marked as “CONFIDENTIAL INFORMATION.” In the event that the City receives a FOIA request which seeks disclosure of that portion of a Proposal which contains information designated as confidential and the Respondent requests the City to withhold that information from disclosure, the Respondent shall cooperate with the City to the degree necessary for the City to assert the appropriate FOIA exemption when responding to the FOIA requester and the Illinois Attorney General’s Office, as the case may be.

8.2.6. Intellectual Property Rights of Others: By submitting a Proposal, the Respondent represents and warrants that anything contained in the Proposal does not violate any intellectual property right (e.g., patent, copyright, trademark, service mark, etc.) owned by any other person.

8.3. COSTS OF SUBMITTING PROPOSAL: The Respondent shall be responsible for any and all costs and expenses in connection with his/her preparation and submission of his/her Proposal.

8.4. LAWFULNESS OF SUBMISSION OF PROPOSAL: By submitting his/her Proposal, the Respondent represents and warrants that the Respondent –

8.4.1. No Bid Rigging: Has not engaged in any unlawful bid rigging, price fixing or group boycott with any other Respondent or third person.

8.4.2. No Federal or State Violations: Has not violated any state or federal law governing the subject of that which is sought by the Request.

8.4.3. Direct Interest in Contract: Is the only person that will have a direct interest in the Contract, if any is awarded.

8.4.4. No Bribery: Has not made any effort to coerce or bribe any City elected or appointed official or employee to award the Contract to the Respondent. Has not undertaken any effort to provide the City with the Specifications used in this solicitation document.

8.5. TAXES; AUTHORIZATIONS:

8.5.1. City Tax Exemption: By law, the City is exempt from paying federal excise tax, state and local retailers' occupation tax, state and local service occupation tax, use tax, service use tax, and sales tax. The City's tax-exempt number will be furnished upon the Successful Respondent's request.

8.5.2. Authorizations: Within three (3) business days of executing a Contract, if any is to be executed, the Successful Respondent, at its expense, shall provide the City with all necessary permits, licenses, and certificates required to satisfy the obligations to which the Successful Respondent will be expected to assume by entering into a Contract with the City. The Successful Respondent shall comply with all requirements of and shall keep in full force and effect all such permits, licenses, and certificates throughout its performance of the Contract.

8.6. USE OF CITY'S NAME: No Respondent, including the Successful Respondent, if any, shall use the City's name or logo in any form of advertising without the City's prior written permission.

8.7. CONTRACT DOCUMENTS: The Successful Respondent shall be required to enter into a Contract with the City.

8.7.1. Successful Respondent Supplied Contract: If a Respondent, if selected as the Successful Respondent, expects the City to enter into an agreement using the Respondent's template form of agreement, the Respondent must supply a copy of that agreement form along with his/her Proposal. Nothing herein shall require the City to accept the terms of such agreement form.

8.7.2. City-Supplied Contract Form: If a Respondent, if selected as the Successful Respondent, does not intend to ask the City to use his/her agreement form, the City shall provide the Successful Respondent with the terms of agreement. The Contract terms may be contained in a wholly separate document and/or those parts of the City's Request and Successful Respondent's Proposal to which the City and Successful Respondent agree.

8.7.3. Final Contract Terms: Regardless of whether the Successful Respondent's or the City's agreement form is to be used, where appropriate, the Successful Respondent and the City will negotiate in good faith final terms of agreement. Any final Contract entered into by and between the City and the Successful Respondent shall contain the following:

8.7.3.1. Price Quote: The Successful Respondent's price quoted as contained in his/her Proposal or as further negotiated by and between the Respondent and the City which, in all events, shall include the all costs of delivery, set up, testing, instruction, and warranties, if any.

8.7.3.2. Delivery: Delivery of equipment, supplies and/or materials shall be made to the Project site during normal working hours.

- 8.7.3.3. Payment:** Terms of payment by the City to the Successful Respondent.
- 8.7.3.4. Specifications:** The Specifications provided for in this Request as may be modified by agreement between the City and the Successful Respondent.
- 8.7.3.5. Default and Cure:** Terms covering the Successful Respondent's or the City's default, if any, with rights to cure such default.
- 8.7.3.6. Representation of Authority:** If the Successful Respondent is a corporation, limited liability company or partnership, there must be included a representation that the person signing the Contract on behalf of the Successful Respondent is authorized to do execute the Contract
- 8.7.3.7. Costs of Negotiation:** The City and the Successful Respondent to bear their respective costs of negotiating and executing the final Contract between them.
- 8.7.3.8. Indemnification:** The Successful Respondent's indemnification, hold harmless, and duty to defend the City in the event of any bodily injury or property damage caused the Successful Respondent's intentional, willful, wanton, grossly negligent, or negligent wrongful act or omission in performing his/her duties as provided in the Contract.
- 8.7.3.9. Warranties:** Any warranties which were submitted by the Respondent along with his/her Proposal including any modifications thereof agreed to by the City and the Successful Respondent.
- 8.7.3.10. Service/Maintenance:** If the Successful Respondent and the City agree as to any ongoing service or maintenance agreement, the terms of such agreement.
- 8.7.3.11. Insurance Requirements:** The City will specify the minimum insurance coverages required to be in place, with the City named as an additional insured, where appropriate.
- 8.7.3.12. EEO Representations:** Affirmation of the EEO representations which the Successful Respondent provided as part of his/her Proposal.

8.7.3.13. Termination of Contract: Means of terminating the Contract by the City or the Successful Bidder and the non-terminating party's rights and remedies.

8.7.3.14. Governing Law: The laws of the State of Illinois shall apply to any interpretation, construction, breach and enforcement of the Contract. Any action to interpret, construe, for breach, and/or enforcement of the Contract shall be initiated and maintained in the Circuit Court for the Sixth Judicial Circuit, Champaign County, Illinois or, if applicable, the United States District Court for the Central District of Illinois.

8.8. Termination of Solicitation Process/No Rights Created: The City reserves the right to terminate the solicitation and selection process at any time, to reject any or all Proposals, and to award a Contract in the best interest of the City. Nothing herein shall be deemed to create any right or interest in any arrangement between the City and any Respondent unless and until the City and the Successful Respondent have entered into and executed a Contract. Nothing herein shall be deemed as obligating the City to accept a Proposal based solely on lowest price.

8.9. Prevailing Wage Act/ Davis-Bacon Act:

8.9.1. Prevailing Wage Act: Any Contract entered into between the Successful Respondent and the City will be subject to the Illinois Prevailing Wage Act (820 ILCS 130/1 et seq.), as amended to date, unless superseded by the Davis-Bacon Act or otherwise stated. Pursuant to the Illinois Prevailing Wage Act, the City has determined prevailing rates for various classifications of workers and the latest determination of these rates is included as part of this Proposal. The Respondent shall pay its workers not less than the prevailing rates so determined and comply with the Act's requirements, including, but not limited to, the keeping of accurate records showing the names and occupation of all laborers, workers and mechanics employed on the work if a Contract is signed. The records shall show the actual hourly wages paid to each such person. Should the rates change during the Contract period, the Respondent shall pay its workers not less than the rates in effect.

8.9.2. Davis-Bacon Act: To the extent it is applicable, the Respondent shall comply with the federal Davis-Bacon Act rather than the Illinois Prevailing Wage Act referred to above.

8.10. Affirmative Action:

8.10.1. Compliance with City Ordinance: If the Contract will be over \$25,000 and provides for construction work (which may include labor, material, supplies and/or equipment) or if the Contract will be over \$30,000

and provides for the performance of services or the delivery of goods but not construction work, the Successful Respondent shall comply with the Discrimination in Employment by Contractors and Respondents Ordinance (Urbana City Code Sec. 2-119 as amended). Pursuant to the Ordinance, the Respondent must submit to the City's Commission on Human Relations the statement provided for in Urbana City Code Section 2-119(b)(1)-(7) on the form provided by the City. Inquiries concerning this requirement may be directed to the City's Human Relations Officer at 400 S. Vine Street, Urbana, IL 61801 or by telephone at 217 384-2466 or by e-mail at hro@urbanaininois.us. Further, the Successful Respondent shall comply with the City's Human Rights Ordinance (Urbana City Code Sec. 12-1 *et seq.*).

8.10.2. Veterans Preference: If this Proposal involves construction, the Successful Respondent shall comply with the Veterans Preference Act (330 ILCS 55/0.01 *et seq.*) and the Employment of Illinois Workers on Public Works Act (30 ILCS 570- 0.01 *et seq.*) in the employment and appointment to fill positions in the construction, addition to, or alteration of any public works.

EXHIBIT E

CITY-OWNED PROPERTIES LIST

912107226021	1411 N Lincoln Ave, Urbana, IL 61801	Future Fire Station development
912107277014	1107 N Gregory St, Urbana, IL 61801	Transitional Housing
912108257013	903 Division Ave, Urbana, IL 61801	Transitional Housing
912108382013	304 Central Ave, Urbana, IL 61801	Urbana Parking Lot
912108384009	310 W Main St, Urbana, IL 61801	Urbana Parking Lot
912108456006	310 N Race St, Urbana, IL 61801	Boneyard Creek Parkette
912108457026	306 N Race St, Urbana, IL 61801	Boneyard Creek Parkette
912108458001	123 W Water St, Urbana, IL 61801	Urbana Parking Lot
912108458004	117 W Water St, Urbana, IL 61801	Urbana Parking Lot
912108461014	Multiple Addresses (108 E. Water Street)	Parkette, Old Civic Center, Parking Lots
912110382005	2310B E Main St, Urbana, IL 61802	Lot with house - Acquired for future Kickapoo Rail Trail use
922116181007	809 Glover Ave, Urbana, IL 61802	Future Public Works development
922116182006	610 Glover Ave, Urbana, IL 61802	Urbana Public Works
922116182007	704 Glover Ave, Urbana, IL 61802	Urbana Public Works
922116182008	706 Glover Ave, Urbana, IL 61802	Urbana Public Works
922116352013	1605 Wiley Dr, Urbana, IL 61801	Transitional Housing
922116401024	1001 S Lierman Ave, Urbana, IL 61802	Future Grants Management housing development
922116402001	1603 E Washington St, Urbana, IL 61802	Neighborhood Garden Plots

922116455045	1630 Fairlawn Dr, Urbana, IL 61802	Public Walkway (former R/R right-of-way and Adams Street right-of-way)
922116455070	1217 1/2 Lanore Dr, Urbana, IL 61802	Public Walkway (former R/R right-of-way and Adams Street right-of-way)
922117139001	224 W Main St, Urbana, IL 61801	Urbana Parking Lot
922117141008	Multiple Addresses (209 W. Elm Street)	Parking Lot and Library storage building
922117206030	111 W Main St, Urbana, IL 61801	Parking Garage
922117206030	111 W Main St, Urbana, IL 61801	Parking Garage
922117206031	124 S Race St, Urbana, IL 61801	Parkette
922117214005	101 W High St, Urbana, IL 61801	Parking Lot - Lincoln Square
922117214006	117 E Elm St, Urbana, IL 61801	Urbana Parking Lot
922117215005	105 E High St, Urbana, IL 61801	Parking Lot - Lincoln Square
922117254012	Multiple Addresses	Urbana Parking Lot
932118228023	113 S Lincoln Ave, Urbana, IL 61801	Boneyard Creek
932121332014	2103 Philo Rd, Urbana, IL 61802	Fire Station
302110403037	711 N High Cross Rd, Urbana, IL 61802	Annexation Disconnect - 5' strip along N. side of Beringer Commons
912104201038	1401 Napleton Way, Urbana, IL 61802	Vacant; excess right-of-way
912107226009	1407 N Lincoln Ave, Urbana, IL 61801	Fire Station
912107251002	1106 N Wright St, Urbana, IL 61801	Vacant
912108384003	202 Wood St, Urbana, IL 61801	Community garden, future boneyard creek development

912108384013	226 W Main St, Urbana, IL 61801	Urbana Parking Lot
912108384015	230 W Main St, Urbana, IL 61801	Future Boneyard Creek development
912108452005	301 N Race St, Urbana, IL 61801	Parkette
912108452014	305 N Race St, Urbana, IL 61801	Urbana Parking Lot
912108453013	109 N Race St, Urbana, IL 61801	Alley
912109200007	2005 Perkins Rd, Urbana, IL 61802	Urbana Landfill
912109401007	Multiple Addresses (1907 Perkins Road)	Urbana Landfill
912110151006	901 N Smith Rd, Urbana, IL 61802	Urbana Landfill
912115101005	2310 E Washington St, Urbana, IL 61802	Potential right of way
912115126001	2311 E Main St, Urbana, IL 61802	Potential right of way
912115151001	2011 E Washington St, Urbana, IL 61802	Potential right of way
922116179013	702 S Cottage Grove Ave, Urbana, IL 61802	Parkette
922116481061	1811 E Florida Ave, Urbana, IL 61802	Vacant; former railroad right-of-way
922117109004	100 N Coler Ave, Urbana, IL 61801	Urbana Parking Lot
922117141005	212 W Green St, Urbana, IL 61801	Bluebird Boutique and parking lot
922117210009	208 W Green St, Urbana, IL 61801	Urbana Library Parking Lot
922117212022	201 E Green St, Urbana, IL 61801	Parking Lot - Lincoln Square
922117214004	102 W High St, Urbana, IL 61801	Parking Lot - Lincoln Square
922117238013	Multiple Addresses (400 S. Vine Street)	Urbana City Building and parking lots
932121332023	2201 Philo Rd, Urbana, IL 61802	Future Fire Station development
251529400023	East of N. Lincoln Avenue at Olympian Drive	Future road development leased to local farmer

912108463001	Along east side of Walnut St south of Water St	Parking spaces and street right-of-way
922117253001	SE corner of Broadway Ave and Illinois Street	Urbana Parking Lot
922117253002	SE corner of Broadway Ave and Illinois Street	Urbana Parking Lot
922117253010	SE corner of Broadway Ave and Illinois Street	Urbana Parking Lot
251529400024	East of N. Lincoln Avenue at Olympian Drive	Future road development leased to farmer
912106476001	Goodwin Ave (extended) south of Kenyon Road	Drainage ditch
912110151007	In eastern portion of Urbana Landfill	Urbana Landfill
912110151008	In eastern portion of Urbana Landfill	Urbana Landfill

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TITLE 35: ENVIRONMENTAL PROTECTION
SUBTITLE B: AIR POLLUTION
CHAPTER II: ENVIRONMENTAL PROTECTION AGENCY

PART 285
CHARGING INFRASTRUCTURE GRANT PROGRAM

SUBPART A: GENERAL PROVISIONS

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285.110	Definitions
285.120	Abbreviations and Acronyms
285.130	Severability
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CHARGING INFRASTRUCTURE GRANT PROGRAM

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285.210	Eligible Grantees and Grant Applications
285.220	Charging Station Requirements
285.230	Charging Station Location Requirements
285.240	Requests for Reimbursement

AUTHORITY: Implementing and authorized by Sections 40, 45, and 55 of the Electric Vehicle Act [20 ILCS 627/40, 45, and 55] and the Grant Accountability and Transparency Act [30 ILCS 708].

SOURCE: Former Part 285 repealed at 13 Ill. Reg. 9517, effective June 12, 1989; new Part 285 adopted at 46 Ill. Reg. _____, effective _____.

SUBPART A: GENERAL PROVISIONS

Section 285.100 Purpose

The Illinois Environmental Protection Agency (Agency) is implementing the Charging Infrastructure Grant Program (Program). The primary goal of this program is *to substantially*

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offset the installation costs of electric vehicle charging infrastructure, beginning July 1, 2022, and continuing as long as funds are available. The Agency shall award grants, consistent with the Commission-approved Beneficial Electrification Plans in accordance with Section 45 of the Electric Vehicle Act, to public and private organizations and companies to install and maintain Level 2 or Level 3 charging stations. [20 ILCS 627/55(a)] Grants issued under the Program are subject to this Part, which sets forth the Program’s basic framework and general requirements.

Section 285.110 Definitions

For the purposes of this Part, the following definitions apply:

“Act” means the Electric Vehicle Act. [20 ILCS 627]

“Agency” means the Illinois Environmental Protection Agency. [20 ILCS 627/45(b)]

“Charge de Move” or CHAdeMO” means the Japanese-developed standard for electric vehicle direct current fast chargers.

“Combined Charging System (CCS)” means the multi-national developed standard for electric vehicle direct current fast chargers.

“Commission” means the Illinois Commerce Commission. [20 ILCS 627/45(b)]

“Connector” means the physical plug inserted into an electric vehicle receptacle to charge it.

“Electric vehicle” means a vehicle that is exclusively powered by and refueled by electricity, must be plugged in to charge, and is licensed to drive on public roadways. “Electric vehicle” does not include electric mopeds, electric off-highway vehicles, or hybrid electric vehicles and extended-range electric vehicles that are also equipped with conventional fueled propulsion or auxiliary engines. [20 ILCS 627/45(b)]

“Electric vehicle charging station” or “charging station” means a unit that delivers electricity from a source outside an electric vehicle into one or more electric vehicles. [20 ILCS 627/45(b)]

“Electric vehicle charging station location” or “charging station location” means a site with one or more charging stations at the same address.

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“Environmental justice communities” means the definition of that term based on existing methodologies and findings, used and as may be updated by the Illinois Power Agency and its program administrator in the Illinois Solar for All Program. [20 ILCS 627/45(b)]

“Equity investment eligible community” or “eligible community” means the geographic areas throughout Illinois which would most benefit from equitable investments by the State designed to combat discrimination and foster sustainable economic growth. Specifically, “eligible community” means the following areas:

- 1) areas where residents have been historically excluded from economic opportunities, including opportunities in the energy sector, as defined pursuant to Section 10-40 of the Cannabis Regulation and Tax Act; and*
- 2) areas where residents have been historically subject to disproportionate burdens of pollution, including pollution from the energy sector, as established by environmental justice communities as defined by the Illinois Power Agency pursuant to Illinois Power Agency Act, excluding any racial or ethnic indicators. [20 ILCS 627/45(b)]*

“Equity investment eligible person” or “eligible person” means the persons who would most benefit from equitable investments by the State designed to combat discrimination and foster sustainable economic growth. Specifically, “eligible person” means the following people:

- 1) persons whose primary residence is in an equity investment eligible community;*
- 2) persons who are graduates of or currently enrolled in the foster care system;
or*
- 3) persons who were formerly incarcerated. [20 ILCS 627/45(b)]*

“GATA” means the Grant Accountability and Transparency Act [30 ILCS 708].

“GATA Rules” means 44 Ill. Adm. Code 7000.

“Level 2 charging station” or “Level 2 charger” means a charger that has at least one SAE International J1772 connector, capable of charging at 6.2 kilowatt (kW) or greater and requiring a 208/240-volt AC connection.

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“Level 3 charging station” means a charger that has SAE International combined charging system (CCS) combo connectors, or CCS connectors as well as Charge de Move (CHAdeMO) connectors, capable of charging at 100 kW or greater, and that provides direct current to support charging at higher rates with inputs of at least 480 volts.

“Networked charging station” or “networked” means an electric vehicle charging station that has the capability to connect to a system network by wired ethernet, Wi-Fi, cellular, or some other form of connection and offers smart management functions.

“Port” means the charging connection of the electric vehicle charging station that provides power to charge only one vehicle at a time even though it may have multiple connectors.

“Private organization” or “private organization and company” means a sole proprietorship, partnership, corporation, or limited liability company that is incorporated under Illinois law or registered with the Illinois Secretary of State, as applicable.

"Project" means a project that provides for the acquisition, construction, installation, and operation of a charging station.

“Public organization” or “public organization and company” means a governmental body or any formally created subunit of one or more governmental bodies located in Illinois. Public organizations include local, state, and federal governmental entities and political subdivisions, and metropolitan or regional transportation planning organizations as defined by the United States Department of Transportation at 49 U.S.C. § 5303(b).

“SAE J1772” means the SAE International Standard connector for Level 2 electric vehicle chargers.

Section 285.120 Abbreviations and Acronyms

The following abbreviations and acronyms are used in this Part:

AC	alternating current
Act	Electric Vehicle Act [20 ILCS 627]
Agency	Illinois Environmental Protection Agency
CCS	Combined Charging System
CHAdeMO	Charge de Move

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GATA	Grant Accountability and Transparency Act
kW	kilowatt
NOFO	Notice of Funding Opportunity
State	State of Illinois

Section 285.130 Severability

If any Section, subsection, sentence, or clause of this Part shall be adjudged unconstitutional, void, invalid, or otherwise unlawful, such adjudication shall not affect the validity of this Part as a whole, or any Section, subsection, sentence, or clause thereof not adjudged unconstitutional, void, invalid, or otherwise unlawful.

Section 285.140 GATA

- a) The Program is subject to GATA. Grants must comply with GATA and the GATA Rules, including any portions of the Uniform Guidance (see 2 CFR 200) incorporated into GATA, unless an exception has been granted and documented in the Governor's Office of Management and Budget Catalog of State Financial Assistance.
- b) In the event of any conflict between the provisions of this Part and GATA Rules, the GATA Rules will apply.

SUBPART B: REQUIREMENTS FOR THE
CHARGING INFRASTRUCTURE GRANT PROGRAM

Section 285.200 Notice of Funding Opportunity

- a) Each Notice of Funding Opportunity (NOFO) under the Program shall specify the eligible applicants, eligible costs, and requirements that must be met for that particular grant opportunity. Such provisions may be in addition to those set forth in this Subpart, but must be consistent with this Subpart and the Act.
- b) The Agency must specify in each NOFO the *additional incentives that shall be awarded per port for charging stations installed in an eligible community and charging stations located to support eligible persons.* [20 ILCS 627/55(b)] Incentives may include, but are not limited to, additional funding percentages, additional funding amounts, and project prioritization.

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Section 285.210 Eligible Grantees and Grant Applications

- a) Eligible Grantees
 - 1) Grants under the Program shall only be issued to public and private organizations and companies.
 - 2) *Grants shall not be issued to an organization or company that does not comply with the Prevailing Wage Act [820 ILCS 130] for any installation of a charging station for which it seeks a grant. [20 ILCS 627/55(b)]*
- b) Grant applications must include the following information and documentation, in addition to any other information and documentation required in a NOFO:
 - 1) The name and address of the applicant.
 - 2) The name, telephone number, and e-mail address of a contact person for the applicant.
 - 3) The type of applicant.
 - 4) A description of the applicant's project, including:
 - A) A description of the charging equipment including, but not limited to, type of equipment (Level 2 or Level 3), number of ports and connectors, connector standard, and charging power levels and capabilities.
 - B) Location of the charging stations.
 - C) Project budget including breakdown of costs, applicant's cost share, and total funding request.
 - D) If applying for additional incentives per port for every charging station installed in an eligible community and every charging station located to support eligible persons, the geographic area to be served and estimate of the number of eligible persons to be affected.

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- E) Owner and operator information for the charging stations for which the grant is sought and for the charging station location. If the applicant's project includes property owned by another entity, provide a copy of the location host agreement with the property owner required by Section 285.230(g).
- F) Signature by an authorized representative of the applicant attesting that all information is true and correct, printed name, and date signed.
- 5) A certification that the charging station for which the grant is sought will continue to be operated as a charging station for at least five years after the charging station begins operating.
- 6) *A commitment to comply with the Prevailing Wage Act [820 ILCS 130] for any installation of a charging station for which the applicant seeks a grant. [20 ILCS 627/55(b)]*
- 7) A commitment to comply with the Illinois Works Jobs Program Act Apprenticeship Initiative [30 ILCS 559/20-20], when applicable.

Section 285.220 Charging Station Requirements

Each charging station must meet the following criteria, in addition to any other requirements set forth in a NOFO:

- a) Charging stations and associated equipment must meet the following requirements:
 - 1) For Level 2 charging stations, equipment must meet the SAE International J1772 standard for electric vehicle chargers.
 - 2) For Level 3 charging stations, equipment must meet CCS and CHAdeMO connector standards for electric vehicle chargers, as applicable depending on whether CHAdeMO connectors are provided.
- b) Equipment must be networked. Charging stations must be equipped with network services that can track usage, collect data, bill customers, and manage electrical

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loads. A minimum five-year networking agreement is required for all charging stations.

- c) Equipment must use an open standard protocol as a basic framework for purposes of network interoperability.
- d) If payment is required, the equipment must be able to accept multiple payment options for drivers.
- e) Equipment must be approved by a Nationally Recognized Testing Laboratory (NRTL) that is accredited to certify electric vehicle supply equipment standards. The Occupational Safety and Health Administration, United States Department of Labor, maintains a current list of NRTLs.
- f) Charging stations must be accessible to “walk up” consumers. This means that consumers must be able to initiate a charge session without a prior membership or network interaction in a simple, straightforward process.
- g) Charging stations and network system must provide 24 hours per day, seven days per week, customer service and support.
- h) Charging stations must incorporate a cord management system or method to eliminate potential for cable entanglement, use injury, or connector damage from lying on the ground.
- i) Charging station installation must be performed in a professional manner by a qualified and licensed contractor in accordance with industry standard best practices and with all federal, State, and local government laws, codes, ordinances, and permitting and inspection requirements. Charging station installation must also be performed by a qualified person who is certified by the Commission to install, maintain, and repair electric vehicle charging stations under 83 Ill. Adm. Code 469.
- j) Charging station installations must include protection from damage to ground and wall-mounted equipment, including protection from vehicle collision (guard posts, wheel stops, curb protection, or wall-mounted barriers).
- k) The charging station must continue to be operated for at least five years after it begins operating. If the charging station ceases to operate prior to five years, the

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grantee must notify the Agency and must refund to the Agency the entire grant amount.

Section 285.230 Charging Station Location Requirements

Each charging station location must meet the following criteria, in addition to any other requirements set forth in a NOFO:

- a) A Level 3 charging station location must be accessible to the general public for users 24 hours per day, seven days per week.
- b) The charging station location must have dusk to dawn lighting.
- c) The charging station spaces must have paved or hardscaped parking space(s) dedicated to the electric vehicle chargers, at least one of which complies with the Americans with Disabilities Act, 42 U.S.C. § 12101 *et seq.*
- d) The charging station location must comply with all applicable federal, State, and local laws, ordinances, regulations, and standards, including local electrical and building codes for electric vehicle charging.
- e) The charging station location must have conduit and an electrical service box of adequate size and disconnect capacity that will serve the electric vehicle charging stations and allow additional electrical cable to be run to the location for additional capacity for the future.
- f) The charging station location must have signage that complies with all applicable local, State, and federal laws, ordinances, regulations, and standards. Moreover, appropriate signage must be available for drivers to locate the charging station.
- g) The charging station location must have a location host agreement that, at a minimum, addresses the following provisions:
 - 1) A commitment from the location host that each charging station will remain at the location and operational for a minimum of five years.
 - 2) An agreement spanning five years delineating responsible parties for hosting, operating, and maintaining the charging station and charging station location.

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- 3) A disposition plan for the electric vehicle supply equipment in the event the agreement is terminated.
- 4) A provision regarding the applicant's legal right to own and operate the electric vehicle charging station(s) at the host location.

Section 285.240 Requests for Reimbursement

Upon completion of charging station installation and initiation of charger operation, grantees may request reimbursement as specified in the NOFO or grant agreement. In no event shall a NOFO or grant agreement provide for reimbursement of more than 80% of eligible costs incurred. A request for reimbursement must include the following, in addition to any other requirements set forth in the NOFO or grant agreement:

- a) Grantee's name, principal address, and name of responsible official.
- b) Copies of all detailed invoices of all eligible costs including, but not limited to, the purchase price of the charging equipment, indicating the number of charging units purchased and serial numbers for the units.
- c) Copies of proof of payment for all eligible costs.
- d) A certification that the charging station(s) and infrastructure have been installed and are in working order and operating in accordance with federal, State, and local codes, this Part, and the NOFO and grant agreement.
- e) A certification of charging station manufacturer warranty and maintenance plan.
- f) A certification that all required local, State, and federal permits have been obtained.
- g) A certification of the utility service order, if applicable.
- h) A copy of a network agreement with a five-year minimum term.
- i) Date(s) when installation began, was completed, and when the charging stations became operational.

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- j) Electric vehicle charging station model certification for each model, including:
 - 1) Manufacturer name and model number.
 - 2) Type of charging station (Level 2 or Level 3).
 - 3) Nominal voltage, current supported (amps), and power supported (kilowatts).
 - 4) Number of ports.
 - 5) Number of connectors and connector standard.
 - 6) Type of payment devices installed.
 - 7) Electric vehicle charging station toll-free number or numbers displayed on the model.

- k) For projects involving charging stations installed in an equity investment eligible community and charging stations installed to support equity investment eligible persons, the total number of ports installed and operating in an eligible community or in a location supporting eligible persons.

Illinois Environmental Protection Agency

Uniform Notice of Funding Opportunity (NOFO)

Light-Duty Electric Vehicle Direct Current Fast Charging (DCFC) Infrastructure September 28, 2022

	Data Field	
1.	Awarding Agency Name:	Illinois Environmental Protection Agency
2.	Agency Contact:	Darwin Burkhart at epa.vwgrants@illinois.gov
3.	Announcement Type:	Initial Announcement
4.	Type of Assistance Instrument:	Grant
5.	Funding Opportunity Number:	4
6.	Funding Opportunity Title:	Driving a Cleaner Illinois – Volkswagen
7.	CSFA Number:	532-10-1697
8.	CFSA Popular Name:	Driving A Cleaner Illinois - Volkswagen
9.	CFDA Number:	N/A
10.	Anticipated Number of Awards:	25-50
11.	Estimated Total Program Funding:	\$12.6 million (Round 4 Funding)
12.	Award Range:	Minimum award amount approximately \$125,000. Maximum award amount is \$480,000.
13.	Source of Funding:	<input type="checkbox"/> Federal or Federal Pass-Through <input type="checkbox"/> State <input checked="" type="checkbox"/> Private/Other Funding
14.	Cost Sharing or Matching Requirement:	Yes
15.	Indirect Costs Allowed:	No
16.	Posted Date:	September 28, 2022
17.	Application Range:	September 28 – December 30, 2022
18.	Technical Assistance Session:	No

**Illinois Environmental Protection Agency
Uniform Notice of Funding Opportunity (NOFO)
Light-Duty Electric Vehicle Direct Current Fast Charging (DCFC) Infrastructure**

A. Notice of Funding Opportunity and Application Information

This Notice of Funding Opportunity (NOFO) is to inform potential applicants of the availability of funds from the Volkswagen Environmental Mitigation Trust Agreement (Trust or Trust Agreement). Under this NOFO, the Illinois Environmental Protection Agency (Illinois EPA) will fund a portion of the eligible costs associated with new commercial grade Direct Current Fast Charging (DCFC, also known as Level 3) charging stations for light-duty electric vehicles to be located at publicly accessible charging station locations in the three priority areas outlined in the Beneficiary Mitigation Plan (BMP) and in this NOFO.

An application under this NOFO must include:

- Light-Duty Electric Vehicle DCFC Infrastructure Application
- Uniform Grant Application
- Uniform Grant Budget Template

An application must be complete. It must include all of the information that is requested in this NOFO and in the above three required forms. The applicant must use the three above forms to provide the requested information. The application must be signed by a person authorized to sign on the behalf of the applicant.

An application must be submitted electronically to epa.vwgrants@illinois.gov

An application must be received by the Illinois EPA by 5:00 p.m. (CT) on December 30, 2022.

No additional materials will be accepted after the initial submittal of the application. Late or incomplete applications will be denied.

The application is included with this NOFO and may be downloaded at [Driving a Cleaner Illinois](#). Potential applicants may request paper copies of the application by emailing a request to epa.vwgrants@illinois.gov.

Any questions must be in writing and directed to epa.vwgrants@illinois.gov.

In completing projects under this NOFO, applicants must comply with all applicable federal, state, and local laws and ordinances and regulations thereunder.

B. Funding Information

Funding is private monies under the Trust for State Beneficiaries established by Volkswagen.

This funding opportunity is consistent with the Trust Agreement and the Agency's existing BMP under the Trust. Illinois is a beneficiary, and the Illinois EPA has been designated the lead

agency to administer the funds allocated to Illinois under the Trust Agreement.

Applicants may not use Trust funds to satisfy obligations that are mandated or required under federal law or regulation or by any court, consent order, decree, or agreement of any kind.

Applicants may not combine funding from this program with other funding such that they receive in excess of 100% funding for any project.

Applicants may use other funding (federal, state, or other) as part or all of their mandatory cost share, provided such other funding source does not place a restriction on this.

Build at-risk or pre-award costs may be allowed if the costs are incurred after the publication of this NOFO and are directly in anticipation of receiving an award, where such costs are necessary for efficient and timely performance of the project. Such costs are allowable only to the extent that they are eligible costs and would have been allowable if incurred after the date of an award. Reimbursement of pre-award costs may only occur post-award and post-execution of a grant agreement between the Illinois EPA and the applicant.

C. Eligible Applicant Requirements

Applicants that are eligible under this NOFO:

- An eligible applicant for this NOFO is a private organization or company including a sole proprietorship, partnership, corporation, or limited liability company that is incorporated under Illinois law or registered and in good standing with the Illinois Secretary of State
- AND**
- An eligible applicant for this NOFO must be an owner of a proposed charging station location and/or an owner of the proposed charging station
- ALSO**
- An eligible applicant for this NOFO must satisfy pre-qualification requirements through the Grant Accountability and Transparency Act (GATA) Grantee Portal at www.grants.illinois.gov.

Applicants that are ineligible under this NOFO:

- Government entities or units of government (government entities cannot be an applicant, but can be a site host of a charging station location)
- Individuals
- Entities that have NOT satisfied the following GATA pre-qualification requirements:
 - Registered with the System for Award Management (SAM) (www.SAM.gov)
 - Have a valid Dun and Bradstreet Universal Numbering System (DUNS) number
 - Completed an Internal Controls Questionnaire (ICQ) as the fiscal and administrative risk assessment for the current fiscal year – FY 23
 - In good standing with the Illinois Secretary of State
 - Not currently debarred by the State of Illinois and/or federal government
 - Not on the Federal Excluded Parties List
 - Not on the Illinois Stop Payment List
 - Not on the sanctioned party list of the Dept. of Healthcare and Family Services
 - Not on the SAM.gov exclusion list.

This NOFO does not limit the number of applications per applicant. However, a charging station location can only be addressed by one application.

D. Eligible Charging Station and Charging Station Location Requirements

A proposal under this NOFO must meet the following DCFC equipment, installation, and operation requirements for each charging station location and each charging station.

- An applicant must submit an application for **at least one charging station (with a minimum of two standalone chargers) at a charging station location in each of at least two different priority areas.** (Applications with at least one charging station at a charging station location in each of the three priority areas will be prioritized for review and funding).
- **Priority Area 1:** Cook, DuPage, Kane, Lake, McHenry, and Will counties, Oswego Township in Kendall County and Aux Sable and Goose Lake townships in Grundy County
- **Priority Area 2:** Madison, Monroe, and St. Clair counties
- **Priority Area 3:** Champaign, DeKalb, LaSalle, McLean, Peoria, Sangamon, and Winnebago counties
- There is no requirement that a charging station at a charging station location be located in an area of environmental justice (EJ) concern. However, additional points will be given to a charging station at a charging station location in an area of EJ concern. (For purposes of this NOFO, an area of EJ concern is a location identified by the Illinois EPA's EJ Start mapping tool at [Illinois EPA EJ Start](#)).
- There can be no existing charging stations at or within the applicant's proposed charging station location. (This NOFO is targeting areas where there is a lack of any type of public charging stations).
- The charging station must be new, commercial grade light-duty DCFC equipment designed to charge light-duty vehicles.
- The charging station and charging station location must be publicly accessible. (For purposes of this NOFO, "publicly accessible" means available to any member of the public 24 hours a day, 7 days a week without access restrictions).
- Each charging station location must have signage that complies with all applicable federal, state, and local laws, ordinances, regulations, and standards providing a toll-free number to call for assistance; *Electric vehicle charging* signs are required near the charging station along with *electric vehicle only* stenciled graphics (e.g., "EV Parking Only") on each striped parking space reserved for electric vehicle charging.
- Each charging station must be located at a charging station location that is either owned by the applicant or for which there is or will be a host agreement with the applicant to host the charging station at the charging station location for a minimum of five years after the initial in-service date of the charging station. (A Site Host Agreement for a charging station location must be for a term of at least five years starting with the initial in-service date of the charging station(s); must contain a provision regarding the

applicant's legal right to own and operate the charging station(s) at the host site; must identify responsible parties for hosting, operating, and maintaining the charging station and charging station location; and must contain a disposition plan for the charging station in the event the agreement is terminated).

- Each charging station must consist of a minimum of two standalone chargers with a minimum of four Combined Charging System (CCS) connectors, capable of simultaneously charging four electric vehicles.
- Each connector must be capable of providing at least 100 kW of power while charging one vehicle on the charging station unit and be capable of providing at least 50 kW of power when simultaneously charging two or more vehicles on the unit.
- Each charging station unit must have the ability to reduce power output to be compatible for use by electric vehicles.
- Each charging station unit must be enclosed and must be constructed for use outdoors in accordance with UL 50E Standard for Safety for Enclosures for Electrical Equipment, Environmental Considerations, Type 3R exterior enclosure or equivalent.
- Each charging station unit must incorporate a cord management system or method to eliminate potential cable entanglement, user injury, or connector damage from lying on the ground.
- Charging station installation must be performed in accordance with industry standards and best practices and comply with all applicable federal, state, and local requirements, including Illinois Commerce Commission registration and certification requirements which apply to the installers of electric vehicle charging stations as well as those conducting maintenance and repair.
- Each charging station unit must be certified and meet relevant technical and/or safety standards, including but not limited to, all applicable federal, state, and local building, electrical, and safety codes (i.e., International Building Code, National Electrical Code), Underwriters Laboratories (UL) 2202 (Standard for Electric Vehicle Charging System Equipment), Federal Communications Commission (47 CFR 15 – Radio Frequency Devices), and must also have valid certification(s) from a Nationally Recognized Testing Laboratory (NRTL).
- Each charging station unit must be capable of operating over an ambient temperature range of 0 to 122 degrees Fahrenheit with a relative humidity of up to 100%.
- Charging station locations and charging stations must be Americans with Disability Act (ADA) compliant.
- Each charging station must have and be connected to an operating network and must have the ability to switch between Open Charge Point Interface (OCPI) networks.
- Each charging station must follow network “roaming” best practices established by the OCPI protocol.

- Each charging station must be Open Charge Point Protocol (OCPP) compliant for communications between charging stations and operating networks.
- For each charging station, the network system must proactively monitor charging stations for maintenance needs and notify/dispatch for corrective action as issues are identified.
- Each charging station must support continuous operations even when network connectivity is not available or consumer cell phone service is not available (i.e., “default on” with loss of network).
- Charging stations may require payment from users. Where payment is required:
 - The charging station shall provide multiple payment options for drivers for both pay-per-use and subscription methods, including options such as credit and debit cards, smart cards, and smart phone applications.
 - All payment equipment must possess the capabilities to ensure credit card transactions are compliant with the latest PCI and PA-DSS standards.
 - All payment equipment must employ commercially reasonable security standards to protect sensitive and/or confidential data.
 - All payment equipment shall display real-time pricing and fee information on the unit, payment screen, or associated phone application.
- Each charging station must be accessible to “walk up” consumers (meaning that drivers must be able to initiate a charge session without a prior membership or network interaction).
- Each charging station must record charging data including percentage of operational uptime, the number of charging events, average charge time per vehicle in minutes, and average kW per charge and total overall kW delivered. This data must be maintained for a minimum of five years beyond the recording of the data. This data must be made available to the Illinois EPA upon request. This data must also be reported to the Illinois EPA as otherwise provided in this NOFO or in any grant agreement under this NOFO.
- Each charging station, including the operating network system, must continually be in full-working order. Each charging station shall be maintained in accordance with the manufacturer recommendations and warranty coverage requirements. Scheduled and unscheduled maintenance and repair must be completed and the charging station fully operational within 72 hours to ensure 95% annual uptime.
- Each charging station must have a minimum five-year warranty.
- Each charging station location must have lighting from dusk to dawn to ensure ease of use of the charging station and to ensure security.
- Each charging station location must have at a minimum, the same number of reserved electric vehicle parking spaces as the number of charging connectors at the charging

station. At least one of the parking spaces must meet ADA requirements but does not need to be ADA reserved.

- Parking spaces must meet state and local design codes and have paved asphalt or concrete as their base.
- Each charging station must have collision protection such as: bollards, wheel stops, curb protection, or wall-mounted barriers.
- Each charging station location must have electric service appropriate for the size and type of charging station(s) set forth in their application.

E. GATA Requirements

The Illinois EPA is required by GATA to conduct a financial and administrative risk assessment of the applicant. Additional information may be required at that time from the successful applicant. For the applicant to remain eligible for an award, it must provide the requested information within the timeframe specified by the Illinois EPA. The Programmatic Risk Assessment Questionnaire evaluates the applicant's ability to successfully carry out the terms of a specific program and assesses four risk categories:

- quality of management systems and ability to meet the management standards,
- history of performance,
- reports and findings from audits performed on prior awards, and
- the applicant's ability to effectively implement statutory, regulatory, or other requirements imposed on awardees.

The awards will have special terms and conditions in addition to the general terms and conditions of the Uniform Grant Agreement.

F. Eligible and Ineligible Costs for Reimbursement

Only eligible costs are reimbursable. All costs other than those listed as eligible costs are ineligible.

The following project-related components are eligible for reimbursement:

- New commercial grade DCFC charging station(s), including network hardware and software
- Utility equipment interconnections and upgrades, such as transformers and utility extensions, conduit, cable/wiring, and electrical service box disconnects
- Necessary concrete or paved asphalt addition or replacement at the parking spaces where there is currently none or existing spaces are in poor condition
- Signage and lighting at the charging station location
- Items installed for collision protection such as: bollards, wheel stops, curb protection, or wall-mounted barriers
- Paint striping and stenciling of the charging station location parking spaces
- Charging station installation labor (electrical, trenching, etc.)
- Project-related build-at-risk or pre-award costs incurred post-publication of this NOFO that are eligible costs and are directly in anticipation of receiving an award, where such

costs are necessary for efficient and timely performance of the project. (Such costs are allowable only to the extent that they would have been allowable if incurred after the date of an award).

The following potential project-related components are ineligible for reimbursement:

- Purchase, rent, or lease of charging station location
- Used, refurbished, or remanufactured charging station equipment
- Leased or rented charging station equipment
- Costs associated with accepting payment options
- Hydrogen fuel cell vehicle supply infrastructure and equipment
- Administrative licenses, fees and costs for charging station location and charging station design, development, implementation, and management, including legal, engineering, consulting, and permit licenses, fees, and costs and other licenses, fees and costs to develop the project or grant application
- Internet or cellular connection costs
- Cost increases on purchases and/or subcontracts
- Charging station equipment shipping costs
- Taxes, including sales taxes, on eligible charging station equipment and expenses
- Insurance coverage
- Scheduled or unscheduled maintenance
- Warranty or annual maintenance or service agreement fees and costs
- Operating costs including electricity, network operations and service, customer service
- Reporting

On the Light-Duty Electric Vehicle Direct Current Fast Charging (DCFC) Infrastructure Application, applicant shall provide the total eligible cost figures for each of the proposed charging station locations using either the known and/or estimated costs. Applicant shall also provide the total eligible cost for the charging station locations, as well as the requested grant amount and required cost share figure.

G. Award Amount and Cost Share

The award amount per application with the mandatory minimum of two charging station locations with the mandatory minimum of two standalone chargers per each location will be 80% of total eligible costs up to a maximum award of \$320,000, with the required cost share being 20% of eligible costs. The award amount per application where there are more than the mandatory minimum two charging station locations will be 80% of total eligible costs up to a maximum award of \$480,000, with the required cost share being 20% of eligible costs.

Nothing in this NOFO shall limit the number of charging stations at a charging station location, or the number of charging station locations. However, the maximum award amounts are as set forth above.

Ineligible costs are the responsibility of the applicant.

Cost-sharing is mandatory under this program but will not be considered in any other way in the application evaluation.

Grant awards are a reimbursement that occur only after execution of a grant agreement between the Illinois EPA and a grantee. Reimbursement will be wired to the grantee by the Trustee after review and approval of required invoices, reports, and supporting documentation.

The number and amounts of awards will be dependent on the number of applications received and levels of funding requested. The Agency may offer partial awards depending on fund availability.

H. Application Review

All applications will be reviewed by Illinois EPA staff for administrative completeness and against scored criteria identified in this NOFO, in compliance with GATA and 2 CFR 200 Uniform Requirements.

The administrative completeness review assesses whether the requirements in Sections C and D of this NOFO, as further addressed in the application forms for this NOFO, have been met. The requirements of Sections C and D are summarily restated below. If in reviewing the application, any requirements are not met as required in this NOFO or the related forms, the application will be denied. No points will be assigned for the administrative completeness.

Each individual charging station location (minimum of two) within a single application will be scored individually. Each of those project scores will be combined to produce an overall application score.

The Illinois EPA will first review and score the applications with charging station locations in **each of the three Priority Areas**. Those application will be ranked and awards will be made accordingly.

If funds remain, following review of applications with projects in each of the three Priority Areas, the Illinois EPA will then review applications with projects in two of the three Priority Areas. Those applications will be ranked and awards will be made accordingly.

Charging Station and Charging Station Location Administrative Completeness	Yes	No
Application was complete with the information requested.		
Application was submitted electronically to the epa.vwgrants@illinois.gov address.		
Application was received by the Illinois EPA by 5:00 p.m. (CT) on December 30, 2022.		
Application included a Light-Duty Electric Vehicle DCFC Infrastructure Application.		
Application included a Uniform Grant Application.		
Application included a Uniform Grant Budget Template.		
The proposed charging stations will be in at least two of Priority Areas 1, 2, and 3.		
There are no existing public charging stations at the proposed charging station locations.		
The charging stations will be new, commercial-grade DCFC equipment designed to charge light-duty vehicles.		
The charging stations and charging station locations will be publicly accessible.		
Applicant is the owner of the proposed charging station locations or has or will have an arrangement with the charging station locations owner to construct and operate the charging stations.		

Each station location will have a minimum of two standalone chargers with at least four CCS connectors capable of simultaneously charging four electric vehicles.		
Each connector on each charging station unit will be capable of providing at least 100 kW of power while charging only one vehicle and be capable of providing at least 50 kW of power when simultaneously charging two or more vehicles.		
Each charging station will have the ability to reduce power output to be compatible for use by electric vehicles.		
Each charging station enclosure will be constructed for use outdoors in accordance with UL 50E Standard for Safety for Enclosures for Electrical Equipment, Environmental Considerations, Type 3R exterior enclosure or equivalent.		
Each charging station will incorporate a cord management system or method to eliminate potential for cable entanglement, user injury, or connector damage from lying on the ground.		
Charging station installation will comply with all applicable federal, state, and local requirements, including Illinois Commerce Commission registration and certification requirements.		
Charging stations will be certified and meet relevant technical and/or safety standards, including but not limited to, all applicable federal, state, and local building, electrical, and safety codes (i.e., International Building Code, National Electrical Code), Underwriters Laboratories (UL) 2202 (Standard for Electric Vehicle Charging System Equipment), Federal Communications Commission (47 CFR 15 – Radio Frequency Devices), and must also have valid certification(s) from a Nationally Recognized Testing Laboratory (NRTL).		
Charging stations will be capable of operating over an ambient temperature range of 0 to 122 degrees Fahrenheit with a relative humidity of up to 100%.		
Charging station locations and charging stations will be Americans with Disability Act (ADA) compliant.		
Each charging station will have and be connected to an operating network and will have the ability to switch between Open Charge Point Interface (OCPI) networks.		
Each charging station will follow network “roaming” best practices established by the OCPI protocol.		
Each charging station will be Open Charge Point Protocol (OCPP) compliant for communications between charging stations and operating networks.		
The operating network system will proactively monitor charging stations for maintenance needs and notify/dispatch for corrective action as issues are identified.		
Each charging station will support continuous operations even when network connectivity is not available or consumer cell phone service is not available (i.e., “default on” with loss of network).		
If payment is required, the payment and security requirements will be satisfied.		
Each charging station will be accessible to “walk up” consumers, meaning that drivers must be able to initiate a charge session without a prior membership or network interaction in a simple, straightforward process.		
Each charging station will be able to provide charging data including percentage of operational uptime, the number of charging events, average charge time per vehicle in minutes, and average kW per charge and total overall kW delivered.		

Each charging station, including the operating network system, must continually be in full-working order and shall be maintained in accordance with the manufacturer recommendations and warranty coverage requirements; and scheduled and unscheduled maintenance and repair will be completed and the station, including the operating network system, fully operational within 72 hours to ensure 95% annual uptime.		
Each charging station will have a minimum five-year warranty.		
Each charging station will provide lighting for potential drivers from dusk to dawn for both ease of use and security.		
Each charging station location will have ample parking space and provide, at a minimum, the same number of reserved electric vehicle parking spaces as the number of connectors at the charging station. The charging station location will have at least one parking space that meets ADA requirements for handicap accessibility, but not necessarily ADA reserved.		
At each charging station location, parking spaces will meet state and local design codes and have paved asphalt or concrete as their base.		
Each charging station will have collision protection.		
Each charging station location must have electric service appropriate for the size and type of charging station(s) set forth in their application.		
Each charging station location will have signage that complies with all applicable federal, state, and local laws, ordinances, regulations, and standards; <i>Electric vehicle charging</i> signs are required near the charging station along with <i>electric vehicle only</i> stenciled graphics (e.g., “EV Parking Only”) on each striped parking space reserved for electric vehicle charging.		
Each charging station will be located at a charging station location that is either owned by the applicant or for which there is or will be a host agreement with the applicant to host the charging station on the charging station location for a minimum of five years after the initial in-service date of the charging station. (A Site Host Agreement for a charging station location must be for a term of at least five years starting with the initial in-service date of the charging station(s); must contain a provision regarding the applicant’s legal right to own and operate the charging station(s) at the host site; must identify responsible parties for hosting, operating, and maintaining the charging station and charging station location; and must contain a disposition plan for the charging station in the event the agreement is terminated).		

GATA Administrative Completeness	Yes	No
Not currently debarred by the State of Illinois and/or federal government		
Not on the Federal Excluded Parties List		
Have a valid DUNS number		
Have a current SAM.gov account		
In good standing with the Illinois Secretary of State		
Not on the Illinois Stop Payment List		
Not on the Dept. of Healthcare and Family Services Provider Sanctions List		
Completed an Internal Controls Questionnaire (“ICQ”) as the Fiscal and Administrative Risk Assessment for the current fiscal year – FY23		
Not on the SAM.gov exclusion list		

Applications deemed administratively complete will be further reviewed against the following scoring criteria.

<p>Distance to Nearest DCFC Site</p> <p>How many miles, as driven, from each proposed charging station location to the closest DCFC site (not including dealerships or singular chargers such as Tesla Supercharger sites).</p> <ul style="list-style-type: none"> • Greater than 10 miles: 25 points for each location • 6 to 10 miles: 20 points for each location • 1 to 5 miles: 15 points for each location • Less than 1 mile: 10 points for each location
<p>Traffic Density</p> <p>What is the Annual Average Daily Traffic of the major street nearest each proposed charging station location. (Note: an annual average daily traffic count is identified by the mapping tool Traffic Counts (gettingaroundillinois.com) (http://www.gettingaroundillinois.com/traffic%20counts/index.html).</p> <ul style="list-style-type: none"> • 50,000 or greater: 20 points for each location • 25,000 to 49,999: 15 points for each location • 10,000 to 24,999: 10 points for each location • Less than 10,000: 5 points for each location
<p>Access to Amenities</p> <p>How many miles as driven, from each charging station location to primary amenities (e.g., public restrooms, indoor public seating, restaurants or fast food, convenience stores, other retail, etc.):</p> <ul style="list-style-type: none"> • Onsite: 20 points for each location • Less than 1/2 mile: 15 points for each location • Between 1/2 mile to 1 mile: 10 points for each location • Greater than 1 mile: 5 points for each location

Project Readiness

What is the status of securing a host agreement for each charging station. (If the owner is the applicant, mark "completed").

- Completed: 5 points for each location
- In Process: 3 points for each location
- Not Started: 0 points for each location

What is the status of securing a charging station for each charging station location.

- Completed: 5 points for each location
- In Process: 3 points for each location
- Not Started: 0 points for each location

What is the status of construction/installation of the charging station for each charging station location.

- Completed: 5 points for each location
- In Process: 3 points for each location
- Not Started: 0 points for each location

What is the estimated project completion timeline of the charging stations for each proposed charging station location.

- Completed: 5 points for each location
- In Process: 3 points for each location
- Not Started: 0 points for each location

Environmental Justice

How many charging station locations are in an area of EJ concern according to Illinois EPA EJ Start:

- 15 points for each station in an EJ area

Tiebreakers

If tiebreakers are needed in the event of limited remaining available funds, the following process will be utilized:

- As the first tiebreaker, the Illinois EPA will award the funds to the applicant with the greatest number of proposed charging station locations in EJ areas.
- If projects are still tied after the first tiebreaker, the Illinois EPA will award the funds to the application receiving the highest score under "Distance to Other DCFC Sites."
- If projects are still tied after the second tiebreaker, the Illinois EPA will award the funds to the application first received according to the date and time stamp of the application.

Agency Review and Error Correction

If the Illinois EPA determines that an applicant incorrectly calculated or indicated the project cost, applicant cost-share, and/or total funding request based on the applicable cost estimate,

required cost shares, or eligible costs, and the Agency can correct the error, that error will not adversely affect completeness. If the applicant is awarded a grant, the Agency will contact the applicant and request a decision from the applicant as to whether it will accept the award based on the Agency's determination of the project cost, applicant cost-share, and/or total funding requested.

Any eligible applicants not funded may be eligible to re-apply in future funding rounds.

Illinois EPA staff will be responsible for evaluating applications.

Appeal Process

A merit-based evaluation appeal process is available to applicants, but appeals are limited to the evaluation process. Evaluation scores may not be protested. An appeal must be submitted in writing to the following address:

Illinois Environmental Protection Agency
Attn: Driving a Cleaner Illinois Program
1021 N. Grand Avenue East, # 40
PO Box 19276
Springfield, Illinois 62794-9276

Appeals must be received within 14 calendar days after the date that the grant award notice has been published by the Illinois EPA to grants.Illinois.gov. The written appeal should include at a minimum the following: the name and address of the appealing party, identification of the grant, and a statement of reasons for the appeal. The Agency will acknowledge receipt of an appeal within 14 calendar days from the date the appeal was received. When an appeal is received, the execution of all grant agreements that the Illinois EPA intends to make under this NOFO shall be stayed until the appeal is resolved, unless the Illinois EPA determines the needs of the State require moving forward with execution of the grant agreements. The State need determination and rationale shall be documented in writing.

The Agency will respond to the appeal within 60 days or supply a written explanation to the appealing party as to why additional time is required. The appealing party must supply any additional information requested by the Illinois EPA within the time period set in the request. The Illinois EPA will resolve the appeal by means of written determination, which shall include, but not be limited to, review of the appeal, appeal determination, and rationale for the determination.

Anticipated Announcement and State Award Dates

Anticipated Date	Illinois EPA Action
April 2023	Send a Notice of State Award to selected applicants for signature
July 2023	Send a grant agreement to selected applicants for signature
July 2023	Provide a fully executed grant agreement to the grant recipient

I. Award Administration Information

State Award Notices

After the Illinois EPA has made its final decisions, successful applicants will receive a Notice of State Award (NOSA), which specifies the funding terms and specific conditions resulting from pre-award risk assessments. The NOSA will be distributed through the Grantee Portal and must be accepted through the Portal before a Grant Agreement can be provided to the applicant.

Once all the final requirements have been completed, the Grant Agreement between the Illinois EPA and the applicant will be sent to the applicant for signature. This must be returned within two weeks of receipt. Once the agreement is fully executed by the Agency, a copy will be returned to the applicant.

The State of Illinois is not obligated to make an award as a result of this NOFO.

Reporting Pre-Project Completion

As part of the grant agreement, all grantees will be required to submit quarterly reports (unless otherwise specified in the grant agreement) to the Illinois EPA describing the progress of the projects and costs incurred. Quarterly reports will be due by January 15, April 15, July 15, and October 15 for the prior quarter. At a minimum, grantees must report the status of the project, including dates of specific tasks completed during the reporting period and tasks that remain to be completed, specific costs incurred and paid by the grantee during the reporting period, and projected date of project completion. Grantees will also be required to submit a close-out report including task completion with dates and costs incurred with supporting information.

Annual Certification and Reporting Post Project Completion

After the project is completed, the grantee is to provide annual certification and usage reports for a minimum of five years from its initial in-service date, unless otherwise agreed by the Illinois EPA. The grantee is to certify each year from the initial in-service anniversary date that the charging station is still operating. The certification and usage reports shall include the following for each charging station site for the previous 12 months:

- Location: Applicant name, charging station with address, city, county, zip code
- Percentage of operational uptime
- Number of charge events
- Average charge time per vehicle in minutes
- Average kW per charge
- Total kW delivered