



Request for Proposals (RFP)

By: SAGE DEVELOPMENT AUTHORITY

For: Accelerating Access to Community Electric Vehicle Charging in Rural Tribal Communities

RFP released: 5/10/2023

Deadline for Questions: 5/15/2023

Deadline for Proposals: 5/23/2023



The opportunity

This RFP is issued SAGE DEVELOPMENT AUTHORITY, referred to below as “the Buyer” or “we” or “us”.

The *Accelerating Access to Community Electric Vehicle Charging in Rural Tribal Communities* project proposes to install EV charging stations across nine rural community hub locations on the Standing Rock Sioux Tribe (SRST) Reservation in North and South Dakota. These locations have been chosen because they are spread throughout the Reservation’s eight districts and because they serve as centrally-located community gathering spots where Tribal members can access various services.

SAGE is seeking professional services related to installation, operation, maintenance, and management of publicly accessible self-service electric vehicle charging stations as part of the Accelerating Access to Community Electric Vehicle Charging in Rural Tribal Communities project. This project, if funded through the Charging and Fueling Infrastructure Discretionary Grant Program (CFI Program), is required to comply with applicable sections of the EV Charging Minimum Standards (23 CFR Part 680).

EV Charging Location	Street Address	City	Zip Code	State
Long Soldier Community District Building	1354 Buffalo Avenue	Fort Yates	58538	ND
Porcupine Community District Building	3457 BIA Road 7	Porcupine	58568	ND
Cannonball Community District Building	102 Main Street	Cannonball	58528	ND
Kenel Community District Building	100 Kenel Road	Kenel	57648	SD
Wakpala Community District Building	100 Main St./ 101 Mahoto Street	Wakpala	57658	SD
Running Antelope Community District Building	100 Main Street	Little Eagle	57639	SD
McLaughlin (Bear Soldier) Gas Station	101 Main St	McLaughlin	57642	SD
Rock Creek Community District Building	100 Main Street	Bullhead	57621	SD
McIntosh Gas Station (CENEX McIntosh Co-Op)	102 US-12	McIntosh	57641	SD

SAGE Development Authority (SAGE), a 100% Native-led organization with a women-led board of directors, is dedicated to community development and self-determination for the Standing Rock Sioux Tribe (SRST or the Tribe). SAGE exists to ensure energy independence, protect the environment, and promote economic growth in the region, while seeking to control and operate energy production assets within SRST. SAGE’s mission of community-driven renewable energy development is centered around equitable workforce development, community ownership, energy sovereignty, and advancing pathways to reduce our community’s energy burden.

When do we need it?

The expected timeline for the project is subject to grant funding through the Charging and Fueling Infrastructure Discretionary Grant Program (CFI Program).



Section 1: Key Information

1.1 Our timeline

Here is our timeline for this RFP

Deadline for Questions from Respondents:	5:00 PM CT 5/15/2022
Deadline for us to answer questions:	05/17/2023
Deadline for Proposals:	5:00 PM CT 05/23/2023
Expected start date of Contract:	1/01/2024

1.2 How to contact us

- a. Contact us through our Points of Contact via email.
- b. Our Points of Contact:

Joseph McNeil Jr. General Manager
Email: joseph@sagesrst.com

Bobbi Jamerson, Project Manager
Email: bobbi@sagesrst.com

1.3 Developing and submitting your Proposal

- a. Take time to read and understand the RFP.
- b. Take time to understand our Requirements. These are in Section 2 of this document.
- c. Take time to understand how your Proposal will be evaluated. See Section 3 of this document.
- d. If you have any questions, ask our Point of Contacts (see above) before the Deadline for Questions.
- e. Check you have provided all the necessary information in the correct format and order.
- f. Submit your Proposal before the Deadline for Proposals.



1.4 Address for submitting your Proposal

Please submit all questions and responses via email in printable document format (PDF) form to the following with subject line “SAGE RFP for Accelerating Access to Community Electric Vehicle Charging in Rural Tribal Communities – [Enter Your Business Name Here]”

Email contacts for submission:

jospeh@sagesrst.com

bobbi@sagesrst.com

Make sure you include all attachments and reference material.

1.5 Our RFP Terms

- a. Offer Validity Period: By submitting a Proposal, the Respondent agrees that their offer will remain open for two calendar months from the Deadline for Proposals.
- b. The RFP is subject to the RFP Terms.
- c. This RFP represents only a definition of requirements. It is merely an invitation for submission of proposals and does not legally obligate SAGE Development Authority to accept any of the submitted proposals in whole or in part, nor is SAGE Development Authority obligated to select the lowest priced proposal. SAGE Development Authority reserves the right to negotiate with any or all firms, both with respect to price, cost and/or scope of services.
- d. SAGE Development Authority has no contractual obligations with any firms based upon issuance of this RFP. It is not an offer to contract. Only the execution of a written contract shall obligate SAGE Development Authority in accordance with the terms and conditions contained in such contract.

1.6 Later changes to the RFP or RFP process

- a. After publishing the RFP, if we need to change anything or provide additional information, we will let all Respondents know by contacting Respondents by email.



Section 2: Our Requirements

2.1 Scope of Work

This request for quotation relates to proposed *Accelerating Access to Community Electric Vehicle Charging in Rural Tribal Communities* project.

What we are buying	Description
Advisory Services	Advisory services related to planning & implementing EV charging stations, including support relating to cost estimating, coordination with local utilities, public engagement, and complying with 23 CFR Part 680.
Design & Engineering	Detailed charging station siting plan for each location, details on station type (Level 2/Level 3, dual/single port), and electrical infrastructure requirements necessary for each location. Design and engineering for turnkey EV charging stations (Level 2 or DC fast charging), including all necessary related infrastructure.
Procurement & Installation	Procurement and installation of selected EV charging equipment for each of the nine selected locations.
Signage & Wayfinding	Signage and way-finding for charging stations (in coordination with SAGE and the Standing Rock Sioux Tribe).
Operations	Networking, management, and maintenance plans for duration of contract agreement.
Diversity, Equity, Inclusion, & Accessibility (DEIA)	Support related to DEIA initiatives that may include one or more of the following: local or Tribal job training opportunities, curriculum development for Tribal college(s), and innovative payment approaches that increase accessibility in unbanked or underbanked populations.

2.2 What we require of a supplier

a. Track Record

We are seeking contractors that have experience deploying electric vehicle charging stations in rural, remote, and Tribal community locations across to the United States.



b. Capability

We are seeking innovative contractors that can support SAGE in its efforts to plan, install, and operate electric vehicle charging stations.

c. Capacity

We are seeking contractors that can have well-defined processes to complete project scope on the proposed timeline.

d. Solution

We are looking for contractors that can provide electric vehicle charging solutions in the context of rural and remote communities, which may include solar-plus-storage solutions as a strategy to reduce electrical infrastructure requirements.

e. Timeframe

We are seeking suppliers that can deliver solutions within the proposed timeline, which is highly dependent on the grant program's selection and award dates.

f. Broader Outcomes (Character of Business)

We are seeking suppliers that can demonstrate a commitment to diversity, equity, inclusion, and accessibility (DEIA) and job training opportunities.

2.3 Contract term

We expect that the Contract will commence January 2024 (or sooner depending on grant award date).

We expect the Contract to include a standing arrangement allowing us to place additional orders during the term, and requiring delivery based on pre-agreed pricing and lead-times specified in the Contract.



Section 3: Our Evaluation Approach

This section sets out the Evaluation Approach that will be used to assess Proposals.

3.1 Evaluation model

The evaluation model is **weighted attribute**. This means the Proposal that is capable of full delivery on time and scores the highest (applying the weightings for the criteria outlined below) will likely be selected as the Successful Respondent.

All Proposals are evaluated using the evaluation model. Scores will assist in deciding the Successful Respondent(s), but ultimately the decision will be based on which Proposal(s) we consider will provide the best overall public value.

3.2 Evaluation Criteria

We will evaluate Proposals according to the following criteria.

Criteria	Weighting
1. Price	25%
2. Suitability of goods / service	25%
3. Capability of the Respondent to deliver	15%
4. Capacity of the Respondent to deliver	10%
5. Timeframe for Deliverables	10%
6. Broader Outcomes	15%
Total weightings	100%



3.3 Scoring

Each evaluation criteria – price, suitability, capability, capacity, timeframe, and broader outcomes – will be scored on a scale of 0 to 10. Each evaluation criteria score will be multiplied by the applicable weight indicated in section 3.2. The weighted score will be summed for each response.

Rating	Definition	Score
EXCELLENT	Respondent demonstrates exceptional ability, understanding, experience and skills. Proposal identifies factors that will offer potential added value, with supporting evidence.	9-10
GOOD	Respondent demonstrates above average ability, understanding, experience and skills. Proposal identifies minor additional benefits, with supporting evidence.	7-8
ACCEPTABLE	Respondent demonstrates the ability to meet the criteria, with supporting evidence.	5-6
RESERVATIONS	Satisfies a minimum of the criteria but not all. Reservations about the Respondent to adequately meet the criteria. Little supporting evidence.	3-4
SERIOUS RESERVATIONS	Extremely limited or no supporting evidence to meet the criteria. Minimum effort made to meet the criteria.	1-2
UNACCEPTABLE	Does not comply or meet the criteria at all. Insufficient information to demonstrate the criteria.	0

3.4 Price

If a Respondent offers a substantially lower price than other Proposals, we may make enquiries or require additional evidence to verify that the Respondent is capable of meeting all the Requirements and conditions of the Proposed Contract for the price Proposal.

3.5 Evaluation process and due diligence

For preferred Respondents we will:

- a. Reference check the Respondent organization and named personnel.
- b. Make other checks against the Respondent.
- c. Interview Respondents.
- d. Verify that the respondent does not appear on the Excluded Parties List on www.SAM.gov.