

ADDENDUM #2 – June 6th, 2024

WEST VIRGINIA PARKWAYS AUTHORITY

REQUEST FOR PROPOSALS DOCUMENT

Operation and Maintenance of Electric Vehicle Charging Stations at Three (3) West Virginia Turnpike Travel Plazas

Below are answers to questions not addressed in previous addendum:

WVPA RFP Q&A Log:

1. Has West Virginia Parkway Authority had direct discussions with the serving utilities confirming available power for the three travel plaza's proposed electric vehicle charging stations? Has this discussion included reference to utility capacity for twelve (12) 75kW EV chargers at Bluestone and Morton Travel Plazas and sixteen (16) 75kW EV chargers at Beckley service plaza?
The WVPA has initiated coordination with utility providers about the proposed EV charging stations and possible requirements. However, the chosen vendor is required to handle the final coordination for specific power needs and feed locations.
2. Does the design package requirement of a 30% complete construction drawings need to be drafted by a licensed engineering firm or can the proposed 30% drawings for submittal be representative drawings drafted by the submitter?
Per RFP section 2.1.2, representative drawings showing the required requested details per RFP are acceptable.
3. When would the final design package be required after notice of selection?
Refer to RFP section 2.1.1 for project schedule requirements.
4. In the single line drawing that is to be submitted with the application if a confirmed transformer size has not been determined by the utility company, can we submit with our proposed transformer size?
Yes, please submit your proposed transformer size; however, please note that the final transformer size may need to be adjusted based on coordination with the utility company post selection.
5. In section 3.2 Cover Letter, there is a reference to a good faith deposit. How much and what form should a good faith deposit be in?
Refer to Addendum#1.
6. Are there word or page limits for the narrative section of the RFP(Section 3.2 – 3.7)?
RFP does not mandate word limits for section 3.2 to 3.7.
7. Are the forms attached to the application required for the initial submission (specifically, Purchasing Affidavit, Addendum to the Master Service Subscription Agreement)? Or will these form be required post selection?
Refer to page 2 of the RFP for submission form requirements.

8. In reference to the submission page, it states that the vendor must submit a quote sheet. Would West Virginia like the vendors to submit a detailed budget for each site with the submission page? Please advise how much information would be needed for the quote sheet/budget.
Vendors should provide a quote with sufficient detail to convey the basis of their pricing.
9. What level of drawing detail is needed in the proposal submission? Section 2.1.2, the RFP suggests that a 30% complete construction drawing is needed. But Section 2.1.3 also discusses Final Designs to be submitted once WVPA notice of selection goes out. To confirm, is the outline in section 2.1.2 what is needed for the proposal submission?
RFP Section 2.1.2 provides guidance on submission requirements.
10. Section 3.5 of the RFP states that proposal submissions should utilize templated renderings in Appendix B. Can West Virginia provide CAD files and/or detailed plans (concept plans, as built, utility, etc.) of the travel plaza site plans as PDFs for the developer or their design consultant to use in their site design?
No additional information to be provided.
11. Is a permit required for all sites? If so, what is the timeline for permits?
Refer to RFP section 2.1.1
12. Can you provide a contact at Appalachian Power to coordinate the utility needs?
Utility information will be provided post selection.
13. Is there a maximum and minimum amount of capital that is available for each site in this RFP?
Refer to page 1 of the RFP "Project Overview" under selected Operator responsibilities.
14. Can we access the AutoCAD files of the designs provided in the RFP?
Available CAD files will be provided post selection.