



ADDENDUM #1

To: All Companies Interested in Submitting a Proposal
From: Rebecca Johnson, CPPB, Purchasing Agent
Bid: Dual Electric Vehicle Charging Station (RFP #PUR0117-154); Dated: February 9, 2017
Subject: Addendum #1 (2 pages)
Date: February 23, 2017

The following questions and/or clarifications were asked relative to the above-listed Request for Bid. This memo is sent for clarification to all companies to whom the bid was sent.

Notes from Pre-Proposal Meeting on February 16, 2017:

- The charging station will be located at the front of the two parking spaces directly across from the garage on the 5th Avenue side of the Library
- The power source is located in the right-of-way area adjacent (west) to the two parking spaces
- Power source currently available at the site is 277/480 volt
- The Contractor shall add a transformer as needed to provide the power required to accommodate the Level 2 dual charging station; any work and materials required to adapt the power source shall be included in the firm-fixed price for installation
- All work must be compliant with current municipal electrical codes
- Separate metering will be required for the charging station
- The City expects the charging station to consist of one (1) pedestal with two (2) heads for charging two (2) vehicles at the same time
- The City is seeking a charging station with reporting capabilities that will provide the statistics needed to track the demand to determine if more charging stations would be justified in the future
- The Contractor is responsible for the pouring of concrete as needed for any ground installation that is required for this project
- The Scope of this project includes an ongoing maintenance agreement for the Library charging station; the ongoing contract may also include future purchases of charging stations if requested for other City facilities

Questions submitted via e-mail:

Question: As a distributor, we do not perform our own installations, however, we can make sure the installers can receive the best pricing possible. Would it be possible to receive a list of the attendees of the pre-proposal meeting?

Answer: The following companies were represented at the pre-proposal meeting. Attendance at the meeting was not mandatory.

Duball Electric	Cedar Rapids, IA
Acme Electric	Cedar Rapids, IA
Munson Electric	Hiawatha, IA
Hawkeye Electric	Hiawatha, IA

All addenda that you receive shall become a part of the contract documents and shall be acknowledged and dated on the bottom of the Signature Page (Attachment C). The deadline for proposal submittal is Tuesday, March 7, 2017 before 3:00 p.m. CST.