



**RETURN BIDS TO:
RETOURNER LES SOUMISSIONS À:**

**Bid Receiving - PWGSC / Réception des
soumissions - TPSGC**
11 Laurier St. / 11, rue Laurier
Place du Portage, Phase III
Core 0B2 / Noyau 0B2
Gatineau, Québec K1A 0S5
Bid Fax: (819) 997-9776

**LETTER OF INTEREST
LETTRE D'INTÉRÊT**

Comments - Commentaires

Vendor/Firm Name and Address
Raison sociale et adresse du
fournisseur/de l'entrepreneur

Issuing Office - Bureau de distribution
Electrical & Electronics Products Division
11 Laurier St./11, rue Laurier
7B3, Place du Portage, Phase III
Gatineau, Québec K1A 0S5

Title - Sujet ELECTRIC CAR CHARGER RFI	
Solicitation No. - N° de l'invitation E60HN-16EVCS/A	Date 2016-12-06
Client Reference No. - N° de référence du client E60HN-16EVCS	GETS Ref. No. - N° de réf. de SEAG PW-\$\$HN-363-72037
File No. - N° de dossier hn363.E60HN-16EVCS	CCC No./N° CCC - FMS No./N° VME
Solicitation Closes - L'invitation prend fin at - à 02:00 PM on - le 2017-01-18	
Time Zone Fuseau horaire Eastern Standard Time EST	
F.O.B. - F.A.B. Specified Herein - Précisé dans les présentes Plant-Usine: <input type="checkbox"/> Destination: <input type="checkbox"/> Other-Autre: <input checked="" type="checkbox"/>	
Address Enquiries to: - Adresser toutes questions à: Pilote, Benoit	Buyer Id - Id de l'acheteur hn363
Telephone No. - N° de téléphone (819) 956-3529 ()	FAX No. - N° de FAX (819) 953-4944
Destination - of Goods, Services, and Construction: Destination - des biens, services et construction:	

Instructions: See Herein

Instructions: Voir aux présentes

Delivery Required - Livraison exigée	Delivery Offered - Livraison proposée
Vendor/Firm Name and Address Raison sociale et adresse du fournisseur/de l'entrepreneur	
Telephone No. - N° de téléphone Facsimile No. - N° de télécopieur	
Name and title of person authorized to sign on behalf of Vendor/Firm (type or print) Nom et titre de la personne autorisée à signer au nom du fournisseur/ de l'entrepreneur (taper ou écrire en caractères d'imprimerie)	
Signature	Date

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PART 1 - INTRODUCTION

In response to the Federal Sustainable Development Strategy 2016- 2019, the Government of Canada (GoC) is committed to expanding its capability to include more electric car usage in the government fleet and is planning to install electric vehicle charging stations (EVCS) in various locations across the country.

In support of this commitment, PWGSC is collecting information on the various charging unit/solution options that are available to support this initiative. The current focus is to find a commercial expandable solution that will enable Canada to have electric vehicle charging stations installed in different locations providing this service.

Canada would also need to acquire/receive data for reporting purposes on usage, savings generated, as well as have the capacity for the user to be billed for costs incurred. The rate calculation formulas for end-user billing that captures kw/hr plus overhead costs should be provided under a variety of different scenarios that could involve fleet vehicles from different departments, employee workplace charging and potentially public access charging. The GoC is also looking at non-networked options to support operations as well as appropriate levels of charging (level 1, level 2, level 3) depending on requirements.

A Request for Information (RFI) is used when detailed information and feedback is required from suppliers. Such requests might outline a potential requirement and request suppliers to provide feedback on specific questions. Responses may be used to assist PWGSC in finalizing the requirement definition and any resulting solicitation document. Individual meetings with companies could also occur to further understand industry's capabilities.

The purpose of this RFI is to obtain information on industry's capabilities to help establish a procurement tool for electric car charging solutions and potentially basic installation and maintenance of this solution, if required, for use by all government departments for delivery across Canada.

Canada does not intend to issue a standing offer or contract on the basis of this notice or otherwise pay for the information solicited. Responders may submit commercial-in-confidence documents / information / data collected and the Government of Canada reserves the right to use the information submitted to assist in preparing technical and contractual plans/requirements.

It is understood and agreed that PWGSC shall, during and after the period of the RFI, treat as confidential and not divulge, unless authorized in writing by the Respondent, any information obtained from the Respondent that has been identified by Respondents as "confidential" or "proprietary", within their written response to this RFI.

This is not a bid solicitation. A contract and/or standing offer will not result from this activity.

This RFI will not necessarily result in any procurement action. This RFI is for information purposes only and does not constitute a commitment by Canada. Responses to this RFI will not constitute a commitment from the industry provider. Canada will not reimburse any expenses incurred for the preparation of responses to this RFI.

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PART 2 - VENDOR INSTRUCTIONS

1. **Responses are to be submitted to the PWGSC Bid Receiving Unit:**
RFI no. E60HN-16EVCS/A
Bid Receiving – PWGSC, 11 Laurier Street, Place du Portage, Phase III,
Gatineau, Quebec K1A 0S5
Tel.: (819) 956-3366
2. **Please submit one (1) hard copy and four (4) soft copies of the response**, which will remain with the Contracting Authority (PWGSC). Any response submitted will become the sole property of Canada and will not be returned to the supplier. The responses will be used to assist Canada in further analyzing the presented requirement and, as such, may be used in the development of a future solicitation process to be posted on www.buyandsell.gc.ca.
3. **Response required by:**
2:00 PM EST on December 21, 2016
4. **Inquiries**
Please address all inquiries about this RFI to the Contracting Authority:

Benoit Pilote
Public Works and Government Services Canada - Place du Portage, Phase III
11 Laurier Street, Gatineau, Quebec Canada K1A 0S5
Telephone: (819) 420-0335 Email: benoit.pilote@tpsgc-pwgsc.gc.ca

PART 3 - REQUIREMENTS

Below are a list of questions to help Canada understand industry's capability. Please provide as much detail as possible in your responses along with available technical documentation.

1. The intent is to install Level 2 AC charging units with a voltage range of 208V – 240V and a minimum of 30 amps with the option to purchase and install Level 3 DC Fast Chargers if required. What type of chargers does your company provide? What type of charger would you recommend for the electric car inventory for the Government of Canada and why?
2. The cable should be a minimum of 5.5M (18 feet), do you have various standards cable lengths, retractable cable harnesses, that do not require custom orders, please advise options available?
3. The charger must be able to be wall mounted or on a pedestal and be supplied with appropriate hardware for installation. Can your charger be mounted in both ways? Is the pedestal an optional item? Are there other options / products?
4. It is anticipated the EVCS will be installed indoor and outside. What is the operating temperature for your solution (charger, cable, all components)? Do you offer specific indoor or outdoor units?
5. What is the durability of your vehicle charging plug?

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6. We understand these are the applicable standards, please provide comments.
- SAE Surface Vehicle Recommended Practice J1772, SAE Electric Vehicle Conductive Charge Coupler. Are there other connector types available that you recommend?
 - Canadian Electrical Code CSA C22.1-2015
 - CSA C22.2 No. 280 Electric Vehicle Supply Equipment (Tri-national standard, with UL 2594 and NMX-J-677-ANCE-2013)
7. Equipment must be certified by a certification organization accredited by the Standards Council of Canada. What approval does your charger have?
8. Do your Chargers have compliance with the Payment Card Industry Standards (PCI)?
9. Enclosure of the charger should meet NEMA 3R. Are there other considerations?
10. Each charging station shall be capable of collecting data such as, a unique ID number for each swipe card, transaction date and time, charging station ID, Department, electricity consumption per vehicle/user per kilowatt-hour and must have the ability to secure payment and bill the individual end user. Does your charger collect this data and perform the activity mentioned? How is the data retrieved? Can data be retrieved from across the network centrally and analysed by various parameters such as Department, charging station, monthly consumption per station, location, etc.? Can rates be set that incorporate kw/hr charges plus operational fees?
11. The Federal Departments may approach EVCS differently and require sub unit billing for electricity use. Please outline how this could be accomplished with your system.
12. What would you recommend for tracking electricity usage? Please explain.
13. Do you have a solution for load balancing units by linking them together where peak amperage is a concern or for other reasons?
14. If an existing solution needs to be expanded, what is the maximum number of chargers that can be linked together and what would be the electrical feed (volts, amps) required to supply the maximum number of chargers?
15. Do you offer stations with two charging ports and dynamic power sharing between the two ports?
16. How many stations from your system can be networked together locally per one network connection to the data server? What is the costing model for you network

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connection, both per local area connection and per connection to data server?

17. Does your station feature any energy management features such as time of day electricity pricing?
18. What methods of payment are possible/utilized with your charger? Which types of credit card / payment forms are accepted? Would your firm have the ability to accept Canada's Fleet Management Support Service provider (currently ARI Financial Services Inc.) fleet acquisition card as method of payment? Would your firm have the ability to exchange data with Canada's Fleet Management Support Services supplier (currently ARI Financial Services Inc.)?
19. What is your company's position on interoperability amongst EVCS networked operators? What are your expectations for an interoperability solution?
20. Can your chargers be remotely monitored to ensure they are working properly?
21. Does your solution have an application for mobile devices (smartphones), if so, what information is available through these applications? On what mobile device operating systems can your application be installed?
22. When equipment hardware and / or software is upgraded, does the existing hardware remain compatible with the software and will various versions of the charger work on the same software?
23. Do you offer a management service to operate and monitor the use of the charging stations, if yes, please provide details.
24. Do you offer a service where you own the equipment and manage the service, if yes, please provide details?
25. Will your unit work if it loses its connection to your management system?
26. Can your units work as non-networked units if the GoC cancels its management service?
27. Can your equipment be secured so only specific users can access it?
28. What methods would you recommend for controlling access to non-networked chargers in public locations outside of work hours?
29. What is the warranty period for your charger?
30. Does your charger provide a bilingual interface to the user?

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31. What type of customer support is available (telephone, online), over what time periods (example: 24 hours, 365 days) and for which languages?
32. Are your charging stations compatible with any other company's point of sale billing or data logging and reporting systems?
33. Can any charging stations manufactured by other companies connect to your billing, data logging and reporting system?
34. It is anticipated pricing will be Delivery Duty Paid anywhere in Canada, do you have any concerns with this approach?
35. What is your delivery timeframe?
36. Can your firm provide indoor (underground parking) and outdoor solution/installation anywhere in Canada?
37. What site preparations are required to allow you to install your unit such as anchor bolts, electricity, etc.?
38. Are there specific requirements related to installation in underground parking, such as wireless connectivity? Any specific requirements for outdoor parking?
39. Please provide pricing information for your charging station hardware, installation, billing, data logging and reporting solution and / or operational maintenance service.
40. What is the annual cost of for each networked EVCS unit? Can it be reduce if a bank of units are linked together? Please explain.
41. Do you offer volume discounts, if so, at what volumes do price breaks occur?
42. Are software updates included in the price?
43. What would be your recommended economical solution?
44. In addition to Government fleet vehicles, can your company provide a turnkey solution for the installation, maintenance and operation of charging units for private cars belonging to government of Canada employees? If so, can you ensure the long-term maintenance and operations of the charging units? What payment methods would you propose to Government employees? Can you provide an estimate of the how long it takes for the installation of a charger or multiple chargers at the same location? Can you provide an estimate of installation costs? And management service costs?
45. What are the recommended spare parts that are readily available or should be kept in stock for your charging stations such as the connectors and display screens?
46. If you have provided similar services to other organizations or entities, you may include a brief summary of the project,

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including scope, as well as lessons learned and key elements
to consider for such an endeavour.