

**TOWN COUNCIL ACTION REPORT**

November 2, 2011

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***A Motion to Waive the Formal Bid Process and Accept a Quote from Crescent Electric in the Amount of \$79,571.78 for Electric Vehicle Charging Stations and to Authorize Staff to Develop and Implement a Charging Station Grant Program***

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**PREPARED BY:** Geoff Fruin, Assistant City Manager

**REVIEWED BY:** Mark R. Peterson, City Manager  
Mercy Davison, Town Planner

**BUDGET IMPACT:** The entire \$79,571.78 expense will be covered by the Town's Energy Efficiency and Conservation Block Grant (EECBG), which was previously awarded by the U.S. Department of Energy. Installation costs are included in the Uptown Station construction budget or will be the paid for by participants in the proposed Town of Normal Charging Station Grant Program.

**STAFF RECOMMENDATION:** Approval

**ATTACHMENT:** Quote from Crescent Electric

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**BACKGROUND**

The 2009 American Recovery and Reinvestment Act (ARRA) appropriated funding to the United States Department of Energy that is to be passed along to states and municipalities on a formula basis through the previously created Energy Efficiency and Conservation Block Grant (EECBG) program. The Town of Normal was eligible to receive \$488,500 under this grant program. In May of 2009, the Town Council approved a project list for this grant program and staff subsequently applied for full funding to the Department of Energy. That application was approved and staff is now in the process of implementing the various components of the grant program.

The Department of Energy recently asked the Town to reprogram \$100,000 of the EECBG grant that was previously set aside for an energy efficiency revolving loan fund. This request was due to the fact that no loans had been made in the first year of the program's operation. Town staff has received authorization from the Department of Energy to reprogram these funds under the existing "Fuel Reduction Initiative" category. Specifically, the funds are targeted for additional electric vehicle charging stations and bicycle parking and storage amenities.

In February of 2011, the Council authorized staff to purchase thirty-three (33) charging stations from the Eaton Corporation, via the local Eaton supply company Crescent Electric. These stations have either been installed, are awaiting delivery, or are still pending as final locations are determined. The proposed

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quote from Crescent Electric extends the same discounted pricing from Eaton on sixteen (16) additional units, including one Level III or DC Quick Charge unit.

### **DISCUSSION/ANALYSIS**

Town staff is finalizing plans for the Town's first thirty-three Level II charging stations. The following is a breakdown of the locations for these initial units:

- City Hall / Police (6 units)
- Fire Station Headquarters (1 unit)
- Public Works (1 unit)
- College Avenue Parking Deck (3 units)
- Beaufort Street Parking Deck (2 units)
- Illinois State University (4 units)
- City of Bloomington (4 units)
- Illinois Wesleyan University (2 units)
- Heartland Community College (2 units)
- Central Illinois Regional Airport (2 units)
- McLean County (2 units)
- Undetermined (4 units)

The undetermined units will likely be placed in the surface lots surrounding or on the streets of Uptown. Smaller level I units may be used on the street side in order to increase the quantity of available chargers. Other potential locations include the Normal Public Library or a host business to be identified in the proposed Town of Normal Charging Station Grant Program.

The attached quote from Crescent Electric includes sixteen additional charging stations. Staff is proposing that a total of six of these charging stations be placed in the Uptown Station Parking Deck. This includes five Level II and one Level III chargers. The Level III charger will be one of the first installations the nation and will charge a battery up to 80% full in approximately twenty minutes. This high level of service will provide tremendous assurance to electric vehicle owners and will also allow for greater electric vehicle use in the Town fleet.

Currently, the Level III Eaton chargers are made in Japan, while their Level II chargers are manufactured in North Carolina. Due to the federal Buy American law, staff will not be able to order the Eaton Level III charger until it is made in the United States, which Eaton expects will take place in the first quarter of 2012. Should Eaton not be able to provide a Level III charger in this timeframe, staff will come back to Council with additional options for a Level III charger.

Staff is proposing that the remaining ten chargers from the attached quote be distributed to businesses or organizations through a Town of Normal Charging Station Grant Program. This grant program will be modeled after the agreements that Council previously authorized with select governmental and institutional partners (i.e. ISU, IWU, Bloomington, etc). Interested businesses and organizations would apply to the Town of Normal to receive a grant of one or more charging stations. Those entities would agree to pay for installation and to allow for free charging for a five-year period. Staff will evaluate applications and make a determination based on several factors including, but not limited to:

- Diversity of the audience served at the location
- Number of visitors at the location
- Geographic location
- Plans for additional electric vehicle accommodations

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If Council accepts the quote and authorizes staff to create the grant program, it is expected that awards will be made in January or February with all installations completed in the early spring of 2012. This timeline dovetails with the anticipated arrival of the Mitsubishi "i" electric vehicles.

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Crescent Electric - TOWN OF NORMAL CAR CHARGERS (EV CHARGERS ... Quote #3143448 (continued)

CRESCENT ELECTRIC SUPPLY COMPANY TERMS AND CONDITIONS OF QUOTATION

1. Buyer understands and agrees that all quotations and accepted orders by Crescent are expressly conditioned upon these terms and conditions. Furthermore, your acceptance of this quotation indicates that you have also read, and agree, to the Crescent Electric Supply Company Terms and Conditions of Sale which are deemed automatically incorporated into any purchase order.
2. Prices are firm for 10 days unless otherwise noted. As to all other terms, until signed and returned, the quotation is merely a quotation of sales prices. The quotation and tender will be deemed accepted only if signed and returned within 10 days after receipt; otherwise, it shall have no effect.
3. Crescent is not required to accept Buyer's orders. Any purchase order pursuant to Crescent's quotation shall not result in a contract until it is accepted by Crescent and acknowledged by it or its authorized representative.
4. This quotation is contingent upon Buyer meeting the financial qualifications established by Crescent. Buyer shall supply Crescent with such credit information as Crescent may reasonably request in order to qualify Buyer for the rights under any Purchase Order Agreement.
5. If the manufacturer requires a deposit or full payment to be made to them at the time of order placement or release, those same requirements will be passed on to the Buyer, which Buyer accepts.
6. The quotation does not include accessory equipment, stems, mounting bars, mounting hardware, spares or plaster damages or any fitting-up charges which cover the manufacture or operating cost of the necessary tools and fixtures required to fill the order unless such items are listed or published as standard components in the manufacturer's specifications.
7. The quotation is made for the listed types and quantities only and all descriptions, items, totals and quantities are listed for your convenience only. Crescent is not bound by any specifications, drawings, notes, instructions, engineering notices, technical data or any other document referred to in a Purchase Order by Buyer, and shall not be deemed to be incorporated by reference in any document or order by Buyer, unless a full copy is provided to Crescent and such terms are approved and accepted in writing by Crescent. Take-offs are not guaranteed. All items, including equals, are subject to approval by the Specifier.
8. Special orders may not be subject to return for credit. Return privileges, if available, on special order material will involve restocking charges.
9. Prices do not include taxes for sales, use, property, excise, freight or other tax charges, which are Buyer's responsibility.
10. If the quotation is accepted and Buyer's order form is used for the purpose, it is expressly understood and agreed that these terms and conditions shall prevail if they conflict in any way with the terms and conditions set forth in such order form, and the issuance of such order by Buyer shall be deemed to note Buyer's assent to this condition.



# TOWN OF NORMAL CAR CHARGERS (EV CHARGERS PHASE 2)



Quote Number: 3143448

607 Arcadia DR • Bloomington, IL 61704-6115 • Fax: (309) 827-2565 • Phone: (309) 827-0700 jleich

**Quoted To:** TOWN OF NORMAL  
GEOFF FRUIN  
**Email:** gfruin@normal.org  
**Project:** TOWN OF NORMAL CAR CHARGERS  
 (#139378)

**Reply To:** DAVE ALBRIGHT  
**Email:** Dave.Albright@cesco.com  
**Phone:** (309) 827-0700 jleich  
**Fax:** (309) 827-2565

(Marking Type) Product	Quantity	Price/UOM	Extended
<b>CDR2DX000000</b> EVSE DC QUICK CHARGER 156A @ 208V; 15FT CABLE EATON CORPORATION • 6 WEEKS ARO	1	\$48,106.78 / E	\$48,106.78
<b>SAR3BX000000</b> EVSE LEVEL 2 WALL 30A ; 18FT CABLE EATON CORPORATION • 2 WEEKS ARO	3	\$1,479.00 / E	\$4,437.00
<b>SBR3BX000000</b> EV LEVEL 2 PED 30A ; 18FT CABLE EATON CORPORATION • 2 WEEKS ARO	12	\$2,169.00 / E	\$26,028.00
<b>FREIGHT CHARGE</b> FREIGHT CHARGE EATON CORPORATION • estimated freight charges	1	\$1,000.00 / E	\$1,000.00

**Total for EV CHARGERS PHASE 2**

**\$79,571.78**