

Bid Number: RFP #2024-001

Bid Title: Free Standing Level 3 Electric Vehicle Charging Station Purchase, Installation, Operation, Maintenance, and Management

Description: Village of Montour Falls, NY REQUEST FOR PROPOSAL #2024-001 Free Standing Level 3 Electric Vehicle (EV) Charging Station Purchase, Installation, Operation, Maintenance, and Management

RFP Contact: Amanda Rodriguez Demaria, Economic and Community Development Consultant

Email: amanda.rodriquez.demaria@gmail.com.

The Village of Montour Falls is seeking sealed proposals from interested vendors (Offeror) for the purchase, installation, operation (3 years), maintenance (3 Years), and management (3 Years) of a free standing level 3 EV charging station to serve two (2) dedicated parking spaces in the parking lot located at the corner of Owego Street and Main Street in accordance with Request For Proposal (RFP) #2024-001.

Proposals must include a detailed breakdown of costs, project timeline, subcontractors to be utilized if applicable, equipment details, and proof of insurance (Commercial General Liability Insurance with a limit of not less than \$2,000,000 each occurrence, and \$5,000,000 General aggregate).

There is a Minority and Women Owned Businesses goal of 30% for this contract. Please include if and how the vendor will achieve this goal in the proposal.

Sealed proposals will be accepted in the Montour Falls Village Hall, located at 408 W. Main Street Montour Falls, NY 14865, on or before **10:00 a.m., on Friday, June 28, 2024**, at which time the proposals will be opened.

All interested vendors are invited to visit the site on **Wednesday, June 12**. Please contact Amanda Rodriguez Demaria to schedule a time for the site visit.

Additional Proposal information may be obtained by emailing Amanda Rodriguez Demaria at amanda.rodriquez.demaria@gmail.com. All questions must be submitted by Wednesday, June 19, 2024. Answers will be provided by Friday

June 21, 2024. All questions and answers will be placed on the Village homepage for vendor review.

The Village of Montour Falls reserves the right to reject any or all proposals and to waive any or all informalities or irregularities in any proposal. The Village reserves the right to award as it deems in the best interest of the Village of Montour Falls. No proposal may be withdrawn after opening.

The RFP is pending official approval from the Village Board of Trustees which should occur within the next three weeks.