# Technical Application Form

Below is the Technical Application Form. Applicants should complete all information.

**Note: All submitted PDF files shall be searchable. Any application that contains a PDF that is obfuscated may be deemed non-responsive.**

|  | Applicant Information | |
| --- | --- | --- |
|  | Federal Tax ID Number: |  |
|  | Applicant Business Name: |  |
|  | Applicant ND Business License Number: |  |
|  | Unique Entity Identifier (UEI): |  |
|  | Mailing Address: |  |
|  | City: |  |
|  | Contact Person Name (Authorized agent for all application and communication purposes): |  |
|  | Title: |  |
|  | Telephone Number: |  |
|  | Email Address: |  |

|  | Proposed Site Location Details | | |
| --- | --- | --- | --- |
|  | Distance from intersection of State Highway and cross street as detailed in Table 4-1 of the NOFO: | |  |
|  | Latitude: | |  |
|  | Longitude: | |  |
| Note: The coordinates above shall indicate the location of the driving point of entry (curb cut) to the charging station, as defined in 23 CFR 680.104 | | | |
|  | Provide the parcel number for the charging station: | |  |
|  | Site Name: | |  |
|  | Physical Address: | |  |
|  | City: |  | |
|  | County: |  | |
|  | Zip Code: |  | |

|  | Site Host Information | |
| --- | --- | --- |
|  | Site owner (Entity) legal name and d/b/a: |  |
|  | Is the site owner the same as the site host? (Yes or No) |  |
|  | Site host (Entity) legal name and d/b/a:  (If the site host is different than the site owner) |  |

|  | EVSE and utility information |
| --- | --- |
| Provide specification cut sheets for EVSE that clearly identifies the following information per port: power, output current, output voltage, ambient operating temperature, and enclosure environmental rating.  Provide a diagram of the proposed EV charging equipment and electrical connections including equipment power and/or energy ratings, as applicable. Include the utility transformer, charging cabinet(s), dispensers, connectors, batteries, solar panel(s), and any other proposed electrical equipment in the diagram, as applicable. The diagram should clearly indicate any power sharing arrangement between ports such that the power available per port can be determined based on the number of ports in use. The definition of charger, charging port, and connector shall be as defined in 23 CFR 680.104.  The cut sheets and diagram will not count toward the page limit. | |
|  | EVSE Vendor (Entity) Name:  EVSE Make and Model: |
|  | Confirm that the Applicant will supply the minimum on-site EVSE and ports that comply with the project requirements including, but not limited to two (2) ports at the proposed site and the minimum EVSE specifications as follows:  Number of 150 kW or greater DCFC ports:  Maximum DCFC power in kW per port:  Number of additional DCFC ports less than 150 kW:  Maximum additional DCFC power in kW per port:  Number of 6 kW or greater Level 2 ports  Each 150 kW or higher DCFC EVSE is capable of simultaneously providing at least 150kW per port:  ☐ Yes ☐ No  Explain if No:  A minimum of 2 NACS connectors and 2 CCS1 connectors are provided:  ☐ Yes ☐ No  Explain if No: |
|  | Are you providing a Battery Energy Storage System?  ☐ Yes ☐ No  If Yes:  Is the battery shared among all ports?  ☐ Yes ☐ No  What is the size of the battery per port in kWh?  What is the overall size of the battery in kWh?  Does the above comply with Technical Requirement 2.8 as detailed in Attachment 1 – Technical Requirements?  ☐ Yes ☐ No |
|  | Describe approach to coordinating with utilities:  Has utility confirmed it will provide service?  ☐ Yes ☐ No |
|  | What is the planned grid capacity in kW or the planned size of the utility transformer in kVA? |
|  | Information on current grid capacity (e.g., verified circuit capacity from utility): |
|  | Power availability location (on-site or off-site) and type of service (3-Phase or Single Phase): |
|  | Expected utility upgrades required: |

|  | Applicant Background, Experience, and Team Organization |
| --- | --- |
| Applicant Team Organization: Provide an organizational chart the clearly identifies the following team members/roles: Site Host, Property Owner, EVSE Station Operator and Owner, Hardware Supplier, Network Operator, Project Manager for Construction, Project Manager for O&M. | |
|  | Any additional team information: |
|  | Has the Applicant, or any team member, had experience with other Title 23 funding and federal programs?  ☐ Yes ☐ No  If yes, provide the specific program/projects and additional detail demonstrating experience (required): |
|  | Has the Applicant, or any team member, had experience with Davis-Bacon Act compliance?  ☐ Yes ☐ No  If yes, provide the specific program/projects and additional detail demonstrating experience (required): |
|  | Has the Applicant, or any team member, had experience with Build America, Buy America Act compliance?  ☐ Yes ☐ No  If yes, provide the specific program/projects and additional detail demonstrating experience (required): |
|  | Has the Applicant, or any team member, had experience with State Funded Government Projects?  ☐ Yes ☐ No  If yes, provide the specific program/projects and additional detail demonstrating experience (required): |

|  | Prior Experience and Performance | | | |
| --- | --- | --- | --- | --- |
| Complete the following table with prior experience of all team members related to EV charging sites that have 50 kW or higher ports. Additional lines may be added to the table. | | | | |
| Team Member | Street Address, City, State, ZIP | EVSE  Operational Start Date  (MM/YYYY) | Power Level per port (kW) | Number of Ports |
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|  | GENERAL PROJECT APPROACH AND UNDERSTANDING |
| --- | --- |
| Complete Attachment 4 – Proposed Project Schedule per the instructions provided within the attachment. Describe the general project approach and understanding. | |
|  | Describe the general project approach and understanding of project requirements: |

|  | PROPOSED SITE DETAILS, DESIGN, AND LAYOUT |
| --- | --- |
| Describe the approach to each item below and clearly identify each item in a preliminary site design and layout attached to this application. The preliminary site design and layout shall be clear and legible and must include a 1,000-foot walking radius centered at the charging ports. All items must be within 1,000-foot walking distance. | |
|  | Vehicular Access Area (must be identified on both area map and proposed layout)  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | Site upgrades required to meet compliance with requirements  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | EV charging designated charging spaces  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | ADA-compliant EV charging parking spaces  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | EV Charge Ports (using the definitons in 23 CFR 680.104)  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | Electrical Infrastructure  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | Lighting  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | Trash Receptacles  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | Site Signage (must be identified on both area map and proposed layout)  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | Cell Phone Service Coverage  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required):* |
|  | Physical Security  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required):* |
|  | Emergency Shut Off  ☐ Existing ☐ Proposed  *Provide additional detail (required):* |
|  | Snow Removal  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required):* |
|  | Any additional information on proposed site design and layout, including any additional amenities not already outlined: |

|  | AREA MAP |
| --- | --- |
| Describe the approach to each item below and clearly identify each item in an area map attached to this application. The area map shall be clear and legible and include details that show the site location in relation to the State Highway, indicating the distance from the interchange to the site as defined in the NOFO. | |
|  | Vehicular Access Area (must be identified on both area map and proposed layout)  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |
|  | Site Signage (must be identified on both area map and proposed layout)  ☐ Existing ☐ Proposed/Modifications  *Provide additional detail (required):* |

|  | PRIMARY AMENITIES |
| --- | --- |
| If included in the proposal, describe the approach to each item below and clearly identify each item in the preliminary site design and layout attached to this application. Amenities must be within 1,000-foot walking distance. | |
|  | Access to EVSE  Days available:  Hours available each day:  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | Access to Restroom  Days available:  Hours available each day:  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | Access to Food and Drink  Days available:  Hours available each day:  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | On-Site Retail  ☐ Existing ☐ Proposed ☐ N/A  Days available:  Hours available each day:  *Provide additional detail (required if existing or proposed):* |
|  | Canopy Above Chargers  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | Space for Pull-through Passenger Trucks Pulling Trailers  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | Security Cameras overlooking EVSE  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | On-Site Staff  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |

|  | Approach to Site Resiliency |
| --- | --- |
| If included in the proposal, describe the approach to each item below and clearly identify each item in the preliminary site design and layout attached to this application. | |
|  | Back-up power for EVSE use (on site generator/power supply or contract to provide back-up power to EVSE)  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | Undergrounding of lines/conduits for utility feed (excludes conduit run from transformer to EVSE)  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | Energy storage (Battery energy storage system)  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | Future proofing (must include construction of element to support future proofing such larger transformer installed for future EVSE, conduit installed for future EVSE, etc.)  ☐ Existing ☐ Proposed ☐ N/A  *Provide additional detail (required if existing or proposed):* |
|  | Provide the supported output voltage range of the EV charging equipment:  Minimum voltage supported:  Maximum voltage supported: |
|  | Provide the supported operating ambient temperature range in degrees Fahrenheit.  Minimum ambient temperature supported:  Maximum ambient temperature supported: |

|  | Approach to Workforce AND Equity Considerations |
| --- | --- |
| Describe the proposed approach to workforce and equity considerations in the areas described below. | |
|  | Describe approach to recruiting, training, and maintaining a qualified workforce, per the requirements of the NOFO: |
|  | Project is located within 1 mile of a Disadvantaged Community (DAC) as defined in the [CJEST Tool](https://screeningtool.geoplatform.gov/en/#3/33.47/-97.5):  ☐Yes ☐ No  *Provide additional detail (required):* |

|  | Administrative RESPONSIVENESS CHECK | | |
| --- | --- | --- | --- |
| Requirement | | **Requirement Met  (Applicant to Complete)** | **Document and application page where confirmation of requirement can be found** |
|  | Application is submitted by the application deadline and in the format outlined by the NOFO | ☐ Yes  ☐ No |  |
|  | Application includes a completed letter from the site owner, as defined | ☐ Yes  ☐ No |  |
|  | Application includes an organizational chart, as defined | ☐ Yes  ☐ No |  |
|  | Application includes specification cut sheets for all proposed EV charging equipment | ☐ Yes  ☐ No |  |
|  | Application includes a preliminary site design and layout, as defined | ☐ Yes  ☐ No |  |
|  | Application includes an Area Map, as defined | ☐ Yes  ☐ No |  |
|  | Application includes signed Federal Form 1273 | ☐ Yes  ☐ No |  |
|  | Application includes acknowledgement of all issued addendums | ☐ Yes  ☐ No |  |
|  | All sections of Attachment 3, Technical Application Form, are completed | ☐ Yes  ☐ No |  |
|  | All sections of Attachment 4, Proposed Project Schedule, are completed | ☐ Yes  ☐ No |  |
|  | All inputs required in Attachment 5, Cost Proposal Form, are provided | ☐ Yes  ☐ No |  |
|  | Applicant does not appear on any list of suspended or debarred individuals or entities, as defined by the state of North Dakota | ☐ Yes  ☐ No | NA |
|  | Applicant is not barred or suspended from consideration for work with the federal government and does not appear on the Federal Excluded Parties List | ☐ Yes  ☐ No | NA |
|  | Applicant is registered to do business in the state of North Dakota and has provided Applicants Federal Tax ID Number within the application | ☐ Yes  ☐ No |  |
|  | Applicant has provided Applicant’s unique entity identifier within the application | ☐ Yes  ☐ No |  |
|  | At least 50 percent non-federal match is provided by other sources | ☐ Yes  ☐ No |  |

|  | Technical Responsiveness Check | | |
| --- | --- | --- | --- |
| Requirement | | **Requirement Met  (Applicant to Complete)** | **Document and application page where confirmation of requirement can be found** |
| SITE REQUIREMENTS | | | |
|  | The EV charging site is within distance detailed in table 4-1 in the NOFO | ☐ Yes  ☐ No |  |
|  | Site includes at least one ADA-compliant parking space with access to the EV charging infrastructure | ☐ Yes  ☐ No |  |
| EV Charger REQUIREMENTS | | | |
|  | EVSE supports at least 150 kW per port simultaneously across at least twoports for continuous charging and has minimum station power capability at that meets the requirements in the NOFO (the definitions of ports and connectors shall be the same as 23 CFR 680.104) | ☐ Yes  ☐ No | NA |
|  | EVSE has minimum of two direct current fast charging (DCFC) ports (the definition of ports shall be the same as 23 CFR 680.104) | ☐ Yes  ☐ No | NA |
|  | 150 kW or higher DCFC EVSE has the capacity to deliver direct current (DC) output up to at least 350 amps (ADC) | ☐ Yes  ☐ No |  |
|  | EVSE is capable of operating at an ambient temperature range of minus 22 degrees to 122 degrees Fahrenheit | ☐ Yes  ☐ No |  |
|  | EVSE enclosures have a minimum rating of IP54 or equivalent | ☐ Yes  ☐ No |  |
|  | DCFC EVSE has the ability to provide DC output voltages somewhere within the range of 250–920 volts (VDC) | ☐ Yes  ☐ No |  |
|  | All DCFC EVSE includes combined charging system (CCS1) connectors capable of simultaneously DC fast charging all ports continuously, and all Level 2 EVSE has J1772 connectors capable of simultaneously charging all ports continuously | ☐ Yes  ☐ No |  |
|  | Proposal includes assurances that Applicant will include North American Charging Standard (NACS) connectors for DCFC EVSE, per technical requirements | ☐ Yes  ☐ No |  |
|  | EVSE has been certified by an OSHA NRTL to the appropriate UL standards. | ☐ Yes  ☐ No |  |
|  | EVSE meet the Minimum Power Supply and Battery Energy Storage System Requirements per Attachment 1 | ☐ Yes  ☐ No |  |
| Miscellaneous REQUIREMENTS | | | |
|  | EVSE site meet all requirements of the NOFO and 23 CFR 680 as detailed in NOFO | ☐ Yes  ☐ No |  |

# CERTIFICATION

Before certifying the accuracy of this application, please review the entire NOFO and attachments, as well as all required documentation and narrative information below. In addition, all Applicants must include acknowledgement of all issued addendums, per the instructions detailed in the addendum. Ensure all required submittals have been completed prior to emailing your submission to dot[atcmtd@nd.gov](mailto:atcmtd@nd.gov) by December 16, 2024, 5pm Central Time.

## Required Documentation and Narrative Information

1. Attachment 3, Technical Application Form (PDF format) with all parts completed
   * Organizational chart
   * EVSE cut sheets
   * EV charging equipment connection diagram
   * Preliminary site design and layout
   * Area map
2. Attachment 4, Proposed Project Schedule (Excel format) with all parts completed
3. Attachment 5, Cost Proposal Form (Excel format) with all parts completed
4. Letter from the site host
5. Acknowledgement of FHWA Form 1273
6. Acknowledgement of all issued addenda

The undersigned is an official authorized to represent the applying organization. The person signing this document must have the authority to contractually bind the organization or be the designated fiscal agent.

## Certification

I certify that if awarded, all proposed activities will be carried out, that all money received will be utilized solely for the purposes for which it is intended, that records documenting the planning process and implementation will be maintained and submitted when requested, and NDDOT is hereby granted access to inspect project sites and/or records.

I acknowledge I have thoroughly examined the Request for Proposals and, to the best of my knowledge and belief, all information included in this application is true and accurate, including the commitment of all physical and financial resources. This application has been duly authorized by the applying organization. I understand that intentionally providing false information in this application may result in criminal prosecution and may be a reason to reject my application.

If funding is awarded for the project described in this application, I understand that an executed agreement between the Applicant and NDDOT is required before the project can be started, costs incurred, or such funding authorized for use in implementing the project.

I certify under penalty of perjury and pursuant to the laws of the state of North Dakota that the preceding is true and correct.

Applicant (Legally Responsible Entity): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Authorized Signature: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name/Title: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_