

# North Texas Electric Vehicle Infrastructure Call for Projects

## Frequently Asked Questions

### General Application Questions

#### 1. What is the Deployment Dream Team?

NCTCOG has procured Kimley-Horn and Associates, Inc. to assist in streamlining and expediting implementation of EV charging station projects funded under this program. As part of their work under this contract, Kimley-Horn and Associates, Inc. is available to provide no-cost professional services to help interested applicants develop projects. They will also be available to guide all parties into implementation. Applicants can contact Kimley-Horn and Associates at [EVDreamTeam@Kimley-Horn.com](mailto:EVDreamTeam@Kimley-Horn.com). Applicants are not required to use these services but some assessment of site feasibility in collaboration with an entity that has expertise in EV charging stations is encouraged.

#### 2. Is submitting an Intent to Submit form necessary?

Submitting an Intent to Submit form is not necessary but is strongly encouraged. By submitting an Intent to Submit form, you are entitled to a reminder notice sent two weeks in advance of the application deadline. Completing the form ensures you will receive follow-up communication and also assists in our preparation for receiving applications.

#### 3. Is there a deadline for the Intent to Submit form?

The Intent to Submit form may be submitted any time before the deadline for the Call for Projects, however, to receive a reminder of the Call for Projects deadline you must submit the Intent to Submit form before October 15.

#### 4. How can I find out if we have a current risk assessment on file?

Contact Shyla Camarena at 817-704-2502 or [scamarena@nctcog.org](mailto:scamarena@nctcog.org) to verify if we have a risk assessment on file already.

#### 5. Is there a deadline to submit questions?

Questions may be submitted up until the application deadline. NCTCOG will update this document approximately weekly as questions are received to benefit all applicants.

### Applicant Eligibility

#### 6. What areas are eligible?

Eligible chargers must be installed in the NCTCOG 16-county region. This includes the following counties: Collin, Dallas, Denton, Ellis, Erath, Hood, Hunt, Johnson, Kaufman, Navarro, Palo Pinto, Parker, Rockwall, Somervell, Tarrant, and Wise. Any public agency with eligible property in the 16-county region is eligible to submit an application for projects within the region.

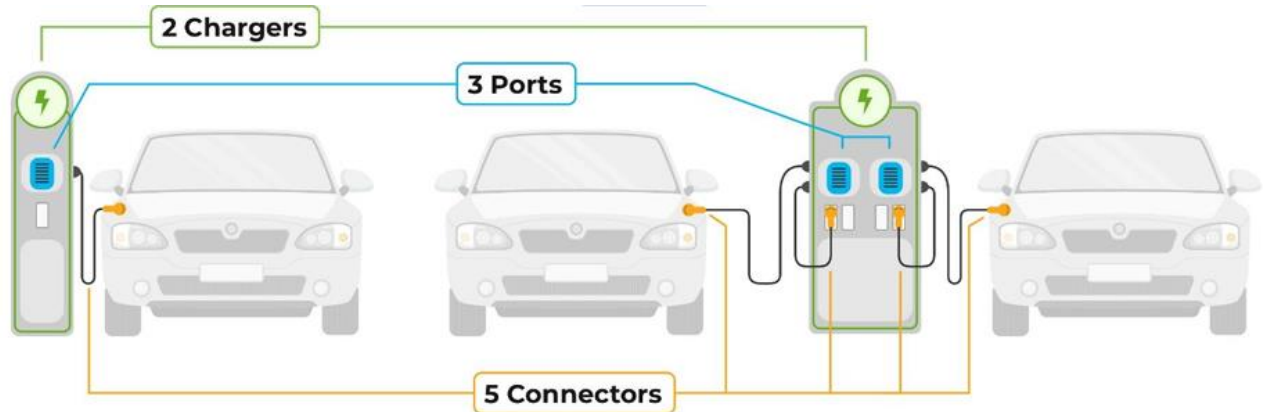
Note that funds for projects located in Erath, Palo Pinto, and Somervell counties are pending FHWA approval but applicants are encouraged to submit locations in these counties.

#### 7. Is a school district considered to be a public entity for this Call for Projects?

Yes. Eligibility includes all public sector entities (e.g., local governments, transit agencies, school districts, public college or university campuses, etc.) that own property in the eligible counties.

## Project Eligibility

### 8. What is the difference between a charger, port, and connector?



Source: Alternative Fuels Data Center

The figure above illustrates the differences between chargers, ports, and connectors at one EV charging site.

- An EV charger is the piece of equipment that houses the ports, connectors, and payment terminal.
- A port is a unit capable of dispensing power to a vehicle. A charger may have multiple ports to charge multiple vehicles simultaneously, but each port can only charge one vehicle at a time.
- A connector is the piece of equipment that plugs into the vehicle. Types of connectors include the Combined Charging System (CCS) connector, the North American Charging Standard (NACS) connector, and the CHAdeMO connector. One port may have multiple connectors to serve different types of vehicles by either having more than one cable for the different connectors or by having adapters attached to a single cable.

### 9. Is there a limit to the number of sites that can be submitted?

There is no limit, applicants should submit as many charging sites as they wish. Please use the [Additional Project Activity Details Form](#) as necessary to submit more than 3 locations in your application. NCTCOG reserves the right to partially fund an application. Each location will be scored individually based on location characteristics and how that site is responsive to the selection criteria. Each funded site must have a minimum of four ports and meet the requirements outlined in [23 CFR 680](#).

### 10. How many chargers should be included per site?

Under [23 CFR 680.106\(b\)](#) each funded location must have at least four ports and be able to charge four vehicles simultaneously.

### 11. How much space is needed for a project location?

At least four parking spaces will be needed for each awarded location in order to ensure the site can serve four vehicles simultaneously, as required by the federal program rules. Additional space

may be needed to meet the [U.S. Access Board Design Recommendations for Accessible Electric Vehicle Charging Stations](#). The charging stations themselves and associated equipment may take up additional space on the site. Contact Kimley-Horn for assistance with potential site layouts.

**12. Would it be helpful for an applicant to prioritize the sites, in the event NCTCOG receives requests in excess of available funding?**

NCTCOG reserves the right to partially fund an application, and each individual location will be scored individually based on location characteristics and how that address is responsive to the selection criteria. NCTCOG will award the locations that score highest based on selection criteria, regardless of the applicant's preferred prioritization.

**13. Can I use a specific charging station vendor?**

All awarded entities must use a charging station vendor that meets federal standards detailed in [23 CFR Part 680](#) and is selected through a federally compliant procurement conducted *after* the awarded entity is selected by NCTCOG. To ensure these requirements are met, NCTCOG will conduct any procurements needed to implement the project. Awarded applicants will be able to provide input on procurement requirements. NCTCOG may award more than one qualified vendor; in that case, awarded applicants may choose from among the vendors selected by NCTCOG.

**14. Is there a deadline to have the charging station installed and operational?**

There is no completion deadline for projects to be eligible. NCTCOG has a goal for each project to be completed within one year after the public agency executes its agreement with NCTCOG.

## **Project Selection**

**15. Do the chargers have to be free to use?**

No. It is allowable for a fee to be charged to the driver.

**16. Will awardees need to budget for ongoing electrical usage of the charger?**

Most likely. However, since a fee may be charged to the driver, public agencies may be able to recoup costs. Options for fees and revenue sharing with the charging station vendor(s) will be explored as part of the vendor procurement(s) which NCTCOG will conduct.

**17. Are bidirectional chargers allowed?**

Yes, provided that they meet all other requirements of [23 CFR Part 680](#) and are available from a vendor selected as detailed in question 13. Please indicate desire to use bidirectional charging stations on question 76 of the application and explain any desired grid integration measures in the feasibility and risk section of the application.

**18. Does NCTCOG prefer Level 2 or DCFC stations?**

NCTCOG does not prefer one charger type over the other. Applicants should explain how their proposed charger configuration was selected to best serve the needs of their community.

**19. Can one site have a mix of Level 2 and DCFC chargers?**

Yes, sites may have a mix of different charger types as long as the minimum requirements for numbers and types of chargers is satisfied according to location type:

- For locations within a mile of an [Alternative Fuel Corridor](#) AND intended to serve drivers travelling along the highway corridor through the community, at least four DCFC ports must

be available.

- For locations greater than a mile from an Alternative Fuel Corridor OR intended to serve the local community (e.g. visitors to nearby facilities) rather than corridor travelers, charging stations can be any combination of DCFC or Level 2, as long as four ports are available.

## **20. Who do we contact for utility information?**

This varies based on the location of the proposed charging station. If you're in the Oncor service area, contact [EV@oncor.com](mailto:EV@oncor.com). If you're in the Texas-New Mexico Power service area, reach out to Josh Campbell at [ee@tmnp.com](mailto:ee@tmnp.com). For any other utilities, please reach out to Kimley-Horn and Associates at [EVdreamteam@kimley-horn.com](mailto:EVdreamteam@kimley-horn.com) to assist with contacting the specific utility company in your location.

## **21. What level of access does 'open to the public' require? For example, say an applicant does not provide access to just anyone, but provides access at no cost to a large pool of people (e.g., all staff working for the applicant's organizations as well as a variety of peer institutions, which would result in access for thousands of people). Would this qualify as "open to the public"?**

No, the intent of the requirement is to provide completely open access to any driver, regardless of affiliation. The scenario presented would be considered a "shared access" facility versus a "public access" facility.

## **22. Does the charger need to be available to the public 24/7?**

Possibly. For locations within a mile of an [Alternative Fuel Corridor](#) and intended to serve drivers travelling through the community, charging stations must be available for use to the public 24 hours per day, 7 days per week, year-round. For locations greater than a mile from an Alternative Fuel Corridor or intended to serve visitors to nearby facilities rather than corridor travelers, charging stations must be available for use to the public at least as frequently as the operating hours of the site host facility.

## **23. Do applicants have to adopt the Clean Fleet policy?**

The Clean Fleet Policy is not required, since the North Texas EV Infrastructure Call for Projects is not necessarily fleet-related. However, if the applicant does envision using the charging stations to charge its own fleet vehicles, adoption of the Clean Fleet Policy is highly encouraged/recommended.

## **24. For Clean Fleet Policy adoption, is an ordinance needed?**

The mechanism for Clean Fleet Policy adoption depends on the applicant entity's internal protocols for policy adoption. For cities and counties, city council or commissioner's court resolution is common, but other organizations may have other processes. Include a signed copy in the application packet if NCTCOG does not already have it on file. A list of organizations that have adopted the Clean Fleet Policy is available at [nctcog.org/clean-fleet-policy](http://nctcog.org/clean-fleet-policy).

# **Funding and Reimbursement**

## **25. Are charging stations and equipment eligible for funding if the organization has already ordered them or installed them?**

No, purchases or installations made prior to the applicant entering into an agreement with NCTCOG are not eligible. No reimbursable costs may be incurred prior to subaward agreement

execution. In addition, all vendors must be selected in a manner consistent with Question 13.

**26. What are considered eligible costs?**

Eligible costs must be directly related to purchase and installation of EV charging stations and their operations and maintenance. For more detail on what may be considered eligible or ineligible costs, see page 10 of the Guidelines.

**27. Are subscription/networking fees for charging stations eligible for reimbursement?**

Yes, these are considered “operations and maintenance” expenses and are eligible for reimbursement. Up to 20 percent of the operations and maintenance costs will be covered by grant funding, with the remaining 80 percent non-federal share expected to be covered by the private sector charging station vendor.

**28. Are warranties an eligible cost?**

No, warranties are not an eligible cost.

**29. Is grant funding provided after the application is approved and before the project begins, or is reimbursement issued after the project is completed?**

Grants will be made on a reimbursement basis for eligible expenses incurred and paid by the grant recipient. A cost may not be considered incurred until the cost has been paid by the grant recipient. Requests for reimbursement shall include documentation to show that the equipment and services have been received and expenses paid by the grant recipient. **All eligible expenses must be paid (not financed, etc.) in order to be reimbursed.**

**30. Is reimbursement all at once, or can applicants be reimbursed as expenses are incurred?**

Reimbursements can be issued throughout the process at major milestones, but NCTCOG generally prefers restricting frequency of reimbursement to no more than once a month. The Request for Reimbursement Packet must be submitted for each request.

## **Operations, Maintenance, and Reporting**

**31. What is the Activity Life?**

The Activity Life is 5 years. The grant-funded equipment must be operated and maintained for at least 5 years from the date stations are operational. After that time, continued operations of the location is up to the discretion of the awarded agency.

**32. What is the typical electricity cost that we might incur?**

Costs vary depending on electricity rate, how much the charger is used, and charger speed. Contact Kimley-Horn and Associates at [EVdreamteam@kimley-horn.com](mailto:EVdreamteam@kimley-horn.com) for help generating cost estimates. Additionally the [Charging Hub Economic and Costing Tool](#) developed by Argonne National Laboratory can help generate estimated costs. Revenue from fees assessed to the driver using the charging station may also be able to cover some or all of the electricity costs.

**33. What are the reporting requirements while the stations are being constructed?**

Grant recipients must submit a monthly project status report until final reimbursement is issued.

**34. What data will be required for reporting after stations are operational?**

See page 22 of the Guidelines for reporting details. Once stations are operational, grant recipients must submit an annual asset management report to NCTCOG. Additionally, NCTCOG will submit reports for funded EV charging stations using the Joint Office of Energy and Transportation's Electric Vehicle Charging Analytics and Reporting Tool (EV-ChART). This includes one-time data submittal, and then annual and quarterly submittals for 5 years after the station is built. Charging station vendors will be expected to complete the data submittal requirements. NCTCOG will provide grant recipients and procured vendor(s) with a EV-ChART template. After charging station vendors have completed their required sections of the template, NCTCOG will review and submit to FHWA on behalf of the grant recipients. It is the responsibility of the awarded public entity to ensure the installation vendor meets the reporting requirements to NCTCOG. The specifics of the EV charging station data that is required for submittal can be found [here](#).