



**MASTER AGREEMENT # 021825**  
**CATEGORY: Electric Vehicle Supply Equipment with Related Services**  
**SUPPLIER: District Fleet, LLC dba District Fleet e-Mobility**

This Master Agreement (Agreement) is between Sourcewell, a Minnesota service cooperative located at 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and District Fleet, LLC dba District Fleet e-Mobility, 600 Massachusetts Ave, NW, Suite 250, Washington, DC 20001 (Supplier).

Sourcewell is a local government and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) offering a Cooperative Purchasing Program to eligible participating government entities.

Under this Master Agreement entered with Sourcewell, Supplier will provide Included Solutions to Participating Entities through Sourcewell's Cooperative Purchasing Program.

**Article 1:**  
**General Terms**

The General Terms in this Article 1 control the operation of this Master Agreement between Sourcewell and Supplier and apply to all transactions entered by Supplier and Participating Entities. Subsequent Articles to this Master Agreement control the rights and obligations directly between Sourcewell and Supplier (Article 2), and between Supplier and Participating Entity (Article 3), respectively. These Article 1 General Terms control over any conflicting terms. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Purpose.** Pursuant to Minnesota law, the Sourcewell Board of Directors has authorized a Cooperative Purchasing Program designed to provide Participating Entities with access to competitively awarded cooperative purchasing agreements. To facilitate the Program, Sourcewell has awarded Supplier this cooperative purchasing Master Agreement following a competitive procurement process intended to meet compliance standards in accordance with Minnesota law and the requirements contained herein.
- 2) **Intent.** The intent of this Master Agreement is to define the roles of Sourcewell, Supplier, and Participating Entity as it relates to Sourcewell's Cooperative Purchasing Program.
- 3) **Participating Entity Access.** Sourcewell's Cooperative Purchasing Program Master Agreements are available to eligible public agencies (Participating Entities). A Participating Entity's authority to access Sourcewell's Cooperative Purchasing Program is determined through the laws of its respective jurisdiction.
- 4) **Supplier Access.** The Included Solutions offered under this Agreement may be made available to any Participating Entity. Supplier understands that a Participating Entity's use of this Agreement is at the Participating Entity's sole convenience. Supplier will educate its sales and service forces about

Sourcewell eligibility requirements and required documentation. Supplier will be responsible for ensuring sales are with Participating Entities.

- 5) **Term.** This Agreement is effective upon the date of the final signature below. The term of this Agreement is four (4) years from the effective date. The Agreement expires at 11:59 P.M. Central Time on September 18,2029, unless it is cancelled or extended as defined in this Agreement.
  - a) **Extensions.** Sourcewell and Supplier may agree to up to three (3) additional one-year extensions beyond the original four-year term. The total possible length of this Agreement will be seven (7) years from the effective date.
  - b) **Exceptional Circumstances.** Sourcewell retains the right to consider additional extensions as required under exceptional circumstances.
- 6) **Survival of Terms.** Notwithstanding the termination of this Agreement, the obligations of this Agreement will continue through the performance period of any transaction entered between Supplier and any Participating Entity before the termination date.
- 7) **Scope.** Supplier is awarded a Master Agreement to provide the solutions identified in (RFP #021825) to Participating Entities. In Scope solutions include:
  - a) **Category 1:** On Grid Electric Vehicle Supply Equipment and Related Services:
    - i) All forms of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations;
    - ii) Services related to the offering of electric vehicle charging hardware, including maintenance, repair, parts, supplies, and training;
    - iii) Site Assessment, site preparation and materials, and installation services related to electric vehicle charging hardware; and,
    - iv) Electric vehicle supply network service providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology.
  - v) **Category 1** responders **MAY** include off-grid (Category 2) solutions in their response.
  - b) **Category 2:** Solar and Off-Grid **ONLY** Electric Vehicle Supply Equipment and Related Services, such as:
    - i) All forms of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations;
    - ii) Services related to the offering of electric vehicle charging hardware, including maintenance, repair, parts, supplies, and training;
    - iii) Site Assessment, site preparation and materials, and installation services related to electric vehicle charging hardware;
    - iv) Electric vehicle supply network service providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology.
  - v) **Category 2** responders may **ONLY** offer solutions capable of operating off-grid.
- 8) **Included Solutions.** Supplier's Proposal to the above referenced RFP is incorporated into this Master Agreement. Only those Solutions included within Supplier's Proposal and within Scope (Included Solutions) are included within the Agreement and may be offered to Participating Entities.

- 9) **Indefinite Quantity.** This Master Agreement defines an indefinite quantity of sales to eligible Participating Entities.
- 10) **Pricing.** Pricing information (including Pricing and Delivery and Pricing Offered tables) for all Included Solutions within Supplier's Proposal is incorporated into this Master Agreement.
- 11) **Not to Exceed Pricing.** Suppliers may not exceed the prices listed in the current Pricing List on file with Sourcwell when offering Included Solutions to Participating Entities. Participating Entities may request adjustments to pricing directly from Supplier during the negotiation and execution of any transaction.
- 12) **Open Market.** Supplier's open market pricing process is included within its Proposal.

**13) Supplier Representations:**

- i) **Compliance.** Supplier represents and warrants it will provide all Included Solutions under this Agreement in full compliance with applicable federal, state, and local laws and regulations.
- ii) **Licenses.** As applicable, Supplier will maintain a valid status on all required federal, state, and local licenses, bonds, and permits required for the operation of Supplier's business with Participating Entities. Participating Entities may request all relevant documentation directly from Supplier.
- iii) **Supplier Warrants.** Supplier warrants that all Included Solutions furnished under this Agreement are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Solutions are suitable for and will perform in accordance with the ordinary use for which they are intended.
- 14) **Bankruptcy Notices.** Supplier certifies and warrants it is not currently in a bankruptcy proceeding. Supplier has disclosed all current and completed bankruptcy proceedings within the past seven years within its Proposal. Supplier must provide notice in writing to Sourcwell if it enters a bankruptcy proceeding at any time during the term of this Agreement.
- 15) **Debarment and Suspension.** Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota, the United States federal government, or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Agreement. Supplier further warrants that it will provide immediate written notice to Sourcwell if this certification changes at any time during the term of this Agreement.
- 16) **Provisions for non-United States federal entity procurements under United States federal awards or other awards (Appendix II to 2 C.F.R § 200).** Participating Entities that use United States federal grant or other federal funding to purchase solutions from this Agreement may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200.

Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Section, all references to “federal” should be interpreted to mean the United States federal government. The following list applies when a Participating Entity accesses Supplier’s Included Solutions with United States federal funds.

- i) **EQUAL EMPLOYMENT OPPORTUNITY.** Except as otherwise provided under 41 C.F.R. § 60, all agreements that meet the definition of “federally assisted construction contract” in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. § 60-1.4(b), in accordance with Executive Order 11246, “Equal Employment Opportunity” (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, “Amending Executive Order 11246 Relating to Equal Employment Opportunity,” and implementing regulations at 41 C.F.R. § 60, “Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor.” The equal opportunity clause is incorporated herein by reference.
- ii) **DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148).** When required by federal program legislation, all prime construction contracts in excess of \$2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, “Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction”). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland “Anti-Kickback” Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, “Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States”). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must comply with all applicable Davis-Bacon Act provisions.
- iii) **CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708).** Where applicable, all contracts awarded by the non-federal entity in excess of \$100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to

the purchases of supplies, materials, or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Agreement. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

iv) **RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT.** If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all Agreements by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

v) **CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387).** Contracts and subgrants of amounts in excess of \$150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Agreement it will comply with applicable requirements as referenced above.

vi) **DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689).** A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. § 180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

vii) **BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352).** Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

- viii) **RECORD RETENTION REQUIREMENTS.** To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.
- ix) **ENERGY POLICY AND CONSERVATION ACT COMPLIANCE.** To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.
- x) **BUY AMERICAN PROVISIONS COMPLIANCE.** To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.
- xi) **ACCESS TO RECORDS (2 C.F.R. § 200.336).** Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Agreement for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.
- xii) **PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322).** A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds \$10,000 or the value of the quantity acquired during the preceding fiscal year exceeded \$10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.
- xiii) **FEDERAL SEAL(S), LOGOS, AND FLAGS.** The Supplier cannot use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.
- xiv) **NO OBLIGATION BY FEDERAL GOVERNMENT.** The U.S. federal government is not a party to this Agreement or any purchase by a Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Agreement or any purchase by an authorized user.
- xv) **PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS.** The Contractor acknowledges that 31 U.S.C. § 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Agreement or any purchase by a Participating Entity.

xvi) **FEDERAL DEBT.** The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

xvii) **CONFLICTS OF INTEREST.** The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Agreement or any aspect related to the anticipated work under this Agreement raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

xviii) **U.S. EXECUTIVE ORDER 13224.** The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

xix) **PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT.** To the extent applicable, Supplier certifies that during the term of this Agreement it will comply with applicable requirements of 2 C.F.R. § 200.216.

xx) **DOMESTIC PREFERENCES FOR PROCUREMENTS.** To the extent applicable, Supplier certifies that during the term of this Agreement, Supplier will comply with applicable requirements of 2 C.F.R. § 200.322.

## **Article 2: Sourcewell and Supplier Obligations**

The Terms in this Article 2 relate specifically to Sourcewell and its administration of this Master Agreement with Supplier and Supplier's obligations thereunder.

- 1) **Authorized Sellers.** Supplier must provide Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers which may complete transactions of Included Solutions offered under this Agreement. Sourcewell may request updated information in its discretion, and Supplier agrees to provide requested information within a reasonable time.
- 2) **Product and Price Changes Requirements.** Supplier may request Included Solutions changes, additions, or deletions at any time. All requests must be made in writing by submitting a Sourcewell Price and Product Change Request Form to Sourcewell. At a minimum, the request must:
  - Identify the applicable Sourcewell Agreement number;
  - Clearly specify the requested change;
  - Provide sufficient detail to justify the requested change;
  - Individually list all Included Solutions affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and

- Include a complete restatement of Pricing List with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Included Solutions offered, even for those items where pricing remains unchanged.

A fully executed Sourcwell Price and Product Change Request Form will become an amendment to this Agreement and will be incorporated by reference.

- 3) **Authorized Representative.** Supplier will assign an Authorized Representative to Sourcwell for this Agreement and must provide prompt notice to Sourcwell if that person is changed. The Authorized Representative will be responsible for:
- Maintenance and management of this Agreement;
  - Timely response to all Sourcwell and Participating Entity inquiries; and
  - Participation in reviews with Sourcwell.

Sourcwell's Authorized Representative is its Chief Procurement Officer.

- 4) **Performance Reviews.** Supplier will perform a minimum of one review with Sourcwell per agreement year. The review will cover transactions to Participating Entities, pricing and terms, administrative fees, sales data reports, performance issues, supply chain issues, customer issues, and any other necessary information.
- 5) **Sales Reporting Required.** Supplier is required as a material element to this Master Agreement to report all completed transactions with Participating Entities utilizing this Agreement. Failure to provide complete and accurate reports as defined herein will be a material breach of the Agreement and Sourcwell reserves the right to pursue all remedies available at law including cancellation of this Agreement.
- 6) **Reporting Requirements.** Supplier must provide Sourcwell an activity report of all transactions completed utilizing this Agreement. Reports are due at least once each calendar quarter (Reporting Period). Reports must be received no later than 45 calendar days after the end of each calendar quarter. Supplier may report on a more frequent basis in its discretion. Reports must be provided regardless of the amount of completed transactions during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Sourcwell Participating Entity Account Number;
- Transaction Description;
- Transaction Purchased Price;
- Sourcwell Administrative Fee Applied; and
- Date Transaction was invoiced/sale was recognized as revenue by Supplier.

If collected by Supplier, the Report may include the following fields as available:

- Participating Entity Contact Name;
  - Participating Entity Contact Email Address;
  - Participating Entity Contact Telephone Number;
- 7) **Administrative Fee.** In consideration for the support and services provided by Sourcewell, Supplier will pay an Administrative Fee to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. Supplier will include its Administrative Fee within its proposed pricing. Supplier may not directly charge Participating Entities to offset the Administrative Fee.
- 8) **Fee Calculation.** Supplier's Administrative Fee payable to Sourcewell will be calculated as a stated percentage (listed in Supplier's Proposal) of all completed transactions utilizing this Master Agreement within the preceding Reporting Period. For certain categories, a flat fee may be proposed. The Administrative Fee will be stated in Supplier's Proposal.
- 9) **Fee Remittance.** Supplier will remit fee to Sourcewell no later than 45 calendar days after the close of the preceding calendar quarter in conjunction with Supplier's Reporting Period obligations defined herein. Payments should note the Supplier's name and Sourcewell-assigned Agreement number in the memo; and must be either mailed to Sourcewell above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions.
- 10) **Noncompliance.** Sourcewell reserves the right to seek all remedies available at law for unpaid or underpaid Administrative Fees due under this Agreement. Failure to remit payment, delinquent payments, underpayments, or other deviations from the requirements of this Agreement may be deemed a material breach and may result in cancellation of this Agreement and disbarment from future Agreements.
- 11) **Audit Requirements.** Pursuant to Minn. Stat. § 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell and the Minnesota State Auditor for a minimum of six years from the end of this Agreement. Supplier agrees to fully cooperate with Sourcewell in auditing transactions under this Agreement to ensure compliance with pricing terms, correct calculation and remittance of Administrative Fees, and verification of transactions as may be requested by a Participating Entity or Sourcewell.
- 12) **Assignment, Transfer, and Administrative Changes.** Supplier may not assign or otherwise transfer its rights or obligations under this Agreement without the prior written consent of Sourcewell. Such consent will not be unreasonably withheld. Sourcewell reserves the right to unilaterally assign all or portions of this Agreement within its sole discretion to address corporate restructurings, mergers, acquisitions, or other changes to the Responsible Party and named in the Agreement. Any prohibited assignment is invalid. Upon request Sourcewell may make administrative changes to agreement documentation such as name changes, address changes, and other non-material updates as determined within its sole discretion.
- 13) **Amendments.** Any material change to this Agreement must be executed in writing through an amendment and will not be effective until it has been duly executed by the parties.

- 14) **Waiver.** Failure by Sourcewell to enforce any right under this Agreement will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right.
- 15) **Complete Agreement.** This Agreement represents the complete agreement between the parties for the scope as defined herein. Supplier and Sourcewell may enter into separate written agreements relating specifically to transactions outside of the scope of this Agreement.
- 16) **Relationship of Sourcewell and Supplier.** This Agreement does not create a partnership, joint venture, or any other relationship such as employee, independent contractor, master-servant, or principal-agent.
- 17) **Indemnification.** Supplier must indemnify, defend, save, and hold Sourcewell, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell, arising out of any act or omission in the performance of this Agreement by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in design, condition, or performance of Included Solutions under this Agreement. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.
- 18) **Data Practices.** Supplier and Sourcewell acknowledge Sourcewell is subject to the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13. As it applies to all data created and maintained in performance of this Agreement, Supplier may be subject to the requirements of this chapter.
- 19) **Grant of License.**
- a) **During the term of this Agreement:**
    - i) **Supplier Promotion.** Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use the trademark(s) provided to Supplier by Sourcewell in advertising, promotional materials, and informational sites for the purpose of marketing Sourcewell's Agreement with Supplier.
    - ii) **Sourcewell Promotion.** Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising, promotional materials, and informational sites for the purpose of marketing Supplier's Agreement with Sourcewell.
  - b) **Limited Right of Sublicense.** The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers, resellers, marketing representatives, partners, or agents (collectively "Permitted Sublicensees") in advertising, promotional, or informational materials for the purpose of marketing the Parties' relationship. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this section by any of their respective sublicensees.

c) **Use; Quality Control.**

- i) Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.
- ii) Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Each party may make written notice to the other regarding misuse under this section. The offending party will have 30 days of the date of the written notice to cure the issue or the license/sublicense will be terminated.

- d) **Termination.** Upon the termination of this Agreement for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

20) **Venue and Governing law between Sourcewell and Supplier Only.** The substantive and procedural laws of the State of Minnesota will govern this Agreement between Sourcewell and Supplier. Venue for all legal proceedings arising out of this Agreement between Sourcewell and Supplier will be in court of competent jurisdiction within the State of Minnesota. This section does not apply to any dispute between Supplier and Participating Entity. This Agreement reserves the right for Supplier and Participating Entity to negotiate this term to within any transaction documents.

21) **Severability.** If any provision of this Agreement is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Agreement is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

22) **Insurance Coverage.** At its own expense, Supplier must maintain valid insurance policy(ies) during the performance of this Agreement with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

- a) **Commercial General Liability Insurance.** Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Agreement.

- \$1,500,000 each occurrence Bodily Injury and Property Damage
- \$1,500,000 Personal and Advertising Injury
- \$2,000,000 aggregate for products liability-completed operations
- \$2,000,000 general aggregate

- b) **Certificates of Insurance.** Prior to execution of this Agreement, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this

Agreement. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or provided to in an alternative manner as directed by Sourcewell. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf. Failure of Supplier to maintain the required insurance and documentation may constitute a material breach.

- c) **Additional Insured Endorsement and Primary and Non-contributory Insurance Clause.** Supplier agrees to list Sourcewell, including its officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.
- d) **Waiver of Subrogation.** Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Agreement or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.
- e) **Umbrella/Excess Liability/SELF-INSURED RETENTION.** The limits required by this Agreement can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

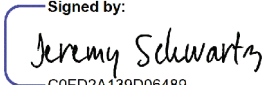
- 23) **Termination for Convenience.** Sourcewell or Supplier may terminate this Agreement upon 60 calendar days' written notice to the other Party. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.
- 24) **Termination for Cause.** Sourcewell may terminate this Agreement upon providing written notice of material breach to Supplier. Notice must describe the breach in reasonable detail and state the intent to terminate the Agreement. Upon receipt of Notice, the Supplier will have 30 calendar days in which it must cure the breach. Termination pursuant to this section will not relieve the Supplier's obligations under this Agreement for any transactions entered with Participating Entities through the date of termination, including reporting and payment of applicable Administrative Fees.

### **Article 3: Supplier Obligations to Participating Entities**

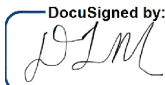
The Terms in this Article 3 relate specifically to Supplier and a Participating Entity when entering transactions utilizing the General Terms established in this Master Agreement. Article 1 General Terms control over any conflict with this Article 3. Where this Master Agreement is silent on any subject, Participating Entity and Supplier retain the ability to negotiate mutually acceptable terms.

- 1) **Quotes to Participating Entities.** Suppliers are encouraged to provide all pricing information regarding the total cost of acquisition when quoting to a Participating Entity. Suppliers and Participating Entities are encouraged to include all cost specifically associated with or included within the Suppliers proposal and Included Solutions within transaction documents.
- 2) **Shipping, Delivery, Acceptance, Rejection, and Warranty.** Supplier's proposal may include proposed terms relating to shipping, delivery, inspection, and acceptance/rejection and other relevant terms of tendered Solutions. Supplier and Participating Entity may negotiate final terms appropriate for the specific transaction relating to non-appropriation, shipping, delivery, inspection, acceptance/rejection of tendered Solutions, and warranty coverage for Included Solutions. Such terms may include, but are not limited to, costs, risk of loss, proper packaging, inspection rights and timelines, acceptance or rejection procedures, and remedies as mutually agreed include notice requirements, replacement, return or exchange procedures, and associated costs.
- 3) **Applicable Taxes.** Participating Entity is responsible for notifying supplier of its tax-exempt status and for providing Supplier with any valid tax-exemption certification(s) or related documentation.
- 4) **Ordering Process and Payment.** Supplier's ordering process and acceptable forms of payment are included within its Proposal. Participating Entities will be solely responsible for payment to Supplier and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.
- 5) **Transaction Documents.** Participating Entity may require the use of its own forms to complete transactions directly with Supplier utilizing the terms established in this Agreement. Supplier's standard form agreements may be offered as part of its Proposal. Supplier and Participating Entity may complete and document transactions utilizing any type of transaction documents as mutually agreed. In any transaction document entered utilizing this Agreement, Supplier and Participating Entity must include specific reference to this Master Agreement by number and to Participating Entity's unique Sourcewell account number.
- 6) **Additional Terms and Conditions Permitted.** Participating Entity and Supplier may negotiate and include additional terms and conditions within transaction documentation as mutually agreed. Such terms may supplant or supersede this Master Agreement when necessary and as solely determined by Participating Entity. Sourcewell has expressly reserved the right for Supplier and Participating Entity to address any necessary provisions within transaction documents not expressly included within this Master Agreement, including but not limited to transaction cancellation, dispute resolution, governing law and venue, non-appropriation, insurance, defense and indemnity, force majeure, and other material terms as mutually agreed.
- 7) **Subsequent Agreements and Survival.** Supplier and Participating Entity may enter into a separate agreement to facilitate long-term performance obligations utilizing the terms of this Master Agreement as mutually agreed. Such agreements may provide for a performance period extending beyond the full term of this Master Agreement as determined in the discretion of Participating Entity.
- 8) **Participating Addendums.** Supplier and Participating Entity may enter a Participating Addendum or similar document extending and supplementing the terms of this Master Agreement to facilitate adoption as may be required by a Participating Entity.

Sourcewell

Signed by:  
  
C0FD2A139D06489...  
By: \_\_\_\_\_  
Jeremy Schwartz  
Title: Chief Procurement Officer  
Date: 9/15/2025 | 5:11 PM CDT

District Fleet, LLC dba District Fleet e-Mobility

DocuSigned by:  
  
D0807BA2F1CD43B...  
By: \_\_\_\_\_  
Joe Candelmo  
Title: Business Development Manager  
Date: 9/15/2025 | 4:38 PM CDT

# RFP 021825 - Electric Vehicle Supply Equipment with Related Services

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## Vendor Details

Company Name: District Fleet, LLC

Does your company conduct business under any other name? If yes, please state: DC

Address: 600 Massachusetts Ave NW  
Suite #250  
Washington, DC 20001

Contact: Dan MacDonald

Email: dan@districtfleet.com

Phone: 202-257-3797

Fax: 202-257-3797

HST#: 81-4347872

## Submission Details

Created On: Tuesday January 07, 2025 08:54:34

Submitted On: Monday February 17, 2025 14:23:42

Submitted By: Joe Candelmo

Email: joe@districtfleet.com

Transaction #: 0a54f7bd-25d0-4ac1-9285-d3317b8e397f

Submitter's IP Address: 147.243.54.202

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**Specifications**

**Table 1: Proposer Identity & Authorized Representatives (Not Scored)**

**General Instructions** (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Table 1 Specific Instructions. Sourcewell requires identification of all parties responsible for providing Solutions under a resulting master agreement(s) (Responsible Supplier). Proposers are strongly encouraged to include all potential Responsible Suppliers including any corporate affiliates, subsidiaries, D.B.A., and any other authorized entities within a singular proposal. All information required under this RFP must be included for each Responsible Supplier as instructed. Proposers with multiple Responsible Supplier options may choose to respond individually as distinct entities, however each response will be evaluated individually and only those proposals recommended for award may result in a master agreement award. Unawarded entities will not be permitted to later be added to an existing master agreement through operation of Proposer’s corporate organization affiliation.

Line Item	Question	Response *
1	Provide the legal name of the Proposer authorized to submit this Proposal.	District Fleet, LLC
2	In the event of award, is this entity the Responsible Supplier that will execute the master agreement with Sourcewell? Y or N.	Yes
3	Identify all subsidiaries, D.B.A., authorized affiliates, and any other entity that will be responsible for offering and performing delivery of Solutions within this Proposal (i.e. Responsible Supplier(s) that will execute a master agreement with Sourcewell).	D.B.A - District Fleet e-Mobility
4	Provide your CAGE code or Unique Entity Identifier (SAM):	UEI - Z7MWAAFHSNL9
5	Provide your NAICS code applicable to Solutions proposed.	336320
6	Proposer Physical Address:	600 Massachusetts Ave NW Suite 250 Washington, DC 20001
7	Proposer website address (or addresses):	<a href="https://districtfleet.com/">https://districtfleet.com/</a>
8	Proposer’s Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer):	Joe Candelmo, Business Development Manager 4970 Poplar Circle, Schnecksville, PA 18078 Email: <a href="mailto:joe@districtfleet.com">joe@districtfleet.com</a> Phone: (610) 295-7196
9	Proposer’s primary contact for this proposal (name, title, address, email address & phone):	Joe Candelmo, Business Development Manager 4970 Poplar Circle, Schnecksville, PA 18078 Email: <a href="mailto:joe@districtfleet.com">joe@districtfleet.com</a> Phone: (610) 295-7196
10	Proposer’s other contacts for this proposal, if any (name, title, address, email address & phone):	Dan McDonald, President 612 M St NW, Unit A, Washington, DC 20001 Email: <a href="mailto:dan@districtfleet.com">dan@districtfleet.com</a> Phone: (202) 257-3797

**Table 2A: Financial Viability and Marketplace Success (50 Points, applies to Table 2A and 2B)**

Line Item	Question	Response *
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11	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested Solutions.	<p>District Fleet is a fleet management and e-mobility solutions provider with over 15 years of experience managing hundreds of EVSE deployments. Driven by a mission to help vehicle fleets achieve net-zero vehicle emissions, District Fleet has developed a portfolio of turnkey fleet electrification solutions that can be combined to meet the dynamic needs of customers. District Fleet's approach as a System Integrator allows the company to align innovative solutions from various manufacturers in an unbiased manner to meet the technical needs of each customer. District Fleets strategic relationship with industry leaders and hands on experience provides deep reach back solutions, with high marks in quality control and customer service.</p> <p>District Fleet is an SBA certified Small Disadvantaged Business (MBE, CBE), a GSA MAS and GSA EVSE BPA contract holder, with over 400+ approved line items for EVSE hardware, software, installation, and ancillary services. We possess the capabilities and proven experience with public sector fleets to provide turn-key solutions to Sourcewell stakeholders.</p>	*
12	What are your company's expectations in the event of an award?	<p>In the event of an award, District Fleet is committed to establishing a strong, strategic partnership with Sourcewell and its Participating Entities to deliver high-quality, cost-effective EVSE solutions. Our goal is to become a top three EVSE vendor within the Sourcewell cooperative, mirroring our success on the GSA EVSE BPA, where we have positioned ourselves as an industry leader.</p> <p>We will achieve this by offering seamless, turnkey solutions, encompassing hardware, installation, maintenance, and software services, all while ensuring compliance with industry standards and sustainability goals. Our nationwide sales and service network will actively promote Sourcewell-awarded solutions, supporting ongoing adoption and providing responsive, best-in-class customer service to Participating Entities across diverse geographic regions.</p> <p>As part of our commitment to growth and engagement, District Fleet will maintain a strong presence at exhibitor and vendor events, leveraging these opportunities to educate stakeholders, demonstrate innovative EVSE technologies, and strengthen relationships with Sourcewell members. Through direct participation in conferences, trade shows, and industry networking events, we will expand awareness of our turnkey solutions, positioning District Fleet as the go-to provider for EV infrastructure.</p> <p>We will uphold transparency and accountability by maintaining competitive pricing, fulfilling reporting obligations, and contributing to Sourcewell's cooperative purchasing mission. By aligning our expertise with Sourcewell's objectives, we will drive widespread EVSE deployment and support long-term environmental and operational goals for all stakeholders. Our proactive engagement, industry leadership, and commitment to service excellence will ensure that District Fleet not only meets but exceeds expectations as a premier EVSE provider.</p>	*
13	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response. DO NOT PROVIDE ANY TAX INFORMATION OR PERSONALLY IDENTIFIABLE INFORMATION.	<p>District Fleet had approximately \$2,000,000 in sales in 2023 increasing to \$3,000,000 in sales in 2024, and have already secured \$1,000,000 in Q1 of 2025. Additionally, letters of support have been provided by BTC Power, Charge and Rexel Energy Solutions (see Attachment B - Letters of Supply - BTC, Rexel, Charge). District Fleet will provide financial statements upon request. Please see Attachment A – Dun and Bradstreet Small Business Financial Exchange Score where we hold a score of 920 out of 999, categorized as Low Risk.</p>	*
14	What is your US market share for the Solutions that you are proposing?	<p>District Fleet is a Top 3 vendor on the GSA EVSE BPA with \$3M in EVSE hardware sales, projected to grow to \$20M in the next 5 years.</p>	*
15	What is your Canadian market share for the Solutions that you are proposing?	<p>District Fleet's current Canadian market share is 0%, however, our target market share is 10-15% of sales upon award of Sourcewell.</p>	*
16	Disclose all current and completed bankruptcy proceedings for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a bankruptcy proceeding at any time during the pendency of this RFP evaluation.	<p>District Fleet does not have any current or completed bankruptcy proceedings and acknowledges that we must provide written notice to Sourcewell in the event that we enter a bankruptcy proceeding during the pendency of the RFP evaluation.</p>	*

17	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer the question that best applies to your organization, either a) or b). a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	District Fleet is a distributor and service provider best aligned with category A. We like to use the term EVSE systems integrator because we bring together hardware, software, installation, and maintenance services to meet the dynamic needs of our customers. Please see Attachment B – Letters of Supply - BTC, Rexel, Chargeie.	*
18	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	District Fleet has a General Business License, and General Contractors license. Our Subcontractors also have General Business License and often Electrical Contractors License, specifically Master Electrician. The electricians performing installation work have Electricians License and EVITP Certification. Depending on the size of the project, we may need bonding, which will be a top down approach or design build capabilities provided by a licensed Professional Engineer for stamped drawings.	*
19	Disclose all current and past debarments or suspensions for Proposer and any included possible Responsible Party within the past seven years. Proposer must provide notice in writing to Sourcewell if it enters a debarment or suspension status any time during the pendency of this RFP evaluation.	District Fleet does not have any current or past debarments or suspensions and acknowledges that we must provide written notice to Sourcewell in the event that we enter debarment or suspension at any time during the pendency of the RFP evaluation.	*
20	Describe any relevant industry awards or recognition that your company has received in the past five years.	District Fleet has been awarded the GSA MAS Schedule and the GSA EVSE BPA. More specifically, District Fleet was 1 of 14 companies awarded the EVSE BPA among 85+ applicants. We are also 1 of 16 awardees of the National Association of State Procurement Officials (NASPO) out of 60+ applicants. District Fleet is also a key small business partner in a NEVI site award in the State of Maryland.	*
21	What percentage of your sales are to the governmental sector in the past three years?	95% of District Fleet's sales have been to governmental sector in the past three years.	*
22	What percentage of your sales are to the education sector in the past three years?	5% of District Fleet's sales have been to the education sector via our Fleet Leasing capabilities.	*
23	List all state, cooperative purchasing agreements that you hold. What is the annual sales volume for each of these agreement over the past three years?	1) National Association of State Procurement Officials (NASPO) 2) State of California 3) State of New Mexico 4) State of Colorado (Pending Final Approval)	*
24	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	1) GSA MAS Contract Holder - \$1,500,000 2) GSA EVSE BPA Holder - \$1,500,000	*

**Table 2B: References/Testimonials**

**Line Item 25.** Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
CEC/Techflow (California Energy Commission)	Michael Genseal	(209)496-2924	*
Argonne National Labs	Mike Walczak	(847)308-2195	*
DC DOE (Dept. of Energy and Environment)	Al Carr	(202)770-7405	*
MDOT (MD DOT)	Matt Smith	(410)767-3039	

**Table 3: Ability to Sell and Deliver Solutions (150 Points)**

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *
26	Sales force.	<p>District Fleet has a highly skilled and strategically positioned sales force designed to support Sourcewell's mission of providing efficient, cost-effective procurement solutions for participating entities. Our nationally distributed sales team provides localized support across the U.S., ensuring that government agencies, educational institutions, nonprofits, and tribal organizations have direct access to turn-key EV charging solutions. Each participating entity is assigned a dedicated account executive who simplifies the procurement process, identifies the best charging infrastructure for their needs, and provides ongoing assistance. With deep expertise in EVSE technology, fleet electrification strategies, and cooperative purchasing, our team ensures that Sourcewell members receive effective, future-ready solutions.</p> <p>District Fleet is also familiar with Sourcewell's cooperative procurement model, our representatives will immediately streamline contract navigation, compliance requirements, and funding opportunities, making it easier for members to implement EV charging infrastructure with confidence. Additionally, we leverage strategic partnerships with industry leaders like Chargepoint and Charge, working closely with utilities and sustainability programs to help participating entities take advantage of available incentives and grants.</p> <p>Beyond procurement, District Fleet's sales team collaborates with Customer Success Managers and technical experts to ensure seamless deployment and long-term success. From consultation and installation to post-deployment support, we provide continuous performance monitoring, expansion planning, and optimization recommendations. By combining technical expertise, cooperative purchasing knowledge, and a customer-centric approach, District Fleet ensures that Sourcewell participating entities receive high-quality EV charging solutions with a streamlined procurement experience and exceptional ongoing support.</p> <p>This approach has resulted in hundreds of success deployments from our headquarters in Washington, DC to our happy customers in the US Army in Japan, the US State Dept in India and Morocco, and our Veteran Owned Small Business teaming partner in Hawaii. Beyond our global reach, we would like to highlight our program support for organizations deploying EVSE solutions at multiple locations simultaneously. For the US Army Corps of Engineers we are supporting projects that have 1-10 charging stations at 20 different locations. Likewise, we are establishing standards with the Department of Defense (NAVFAC, Army Reserve, Air Force) to help with programmatic deployments setting them up for decades of operational success.</p>
27	Describe the network of Authorized Sellers who will deliver Solutions, including dealers, distributors, resellers, and other distribution methods.	<p>District Fleet has established a robust national partner network to ensure the seamless design, delivery, installation, and servicing of EV charging solutions for Sourcewell participating entities. Our strategic partnerships enable us to efficiently support government agencies, educational institutions, nonprofits, and tribal organizations with high-quality, cost-effective EVSE solutions across the globe.</p> <p>A key strength of our distribution model is our collaboration with design-build contractors from the GSA PBS EVSE IDIQ contract. These experienced contractors serve as trusted partners, working alongside us to design, install, and maintain charging infrastructure at federal, state, and municipal facilities. Many of these contractors have also become de facto resellers, leveraging our EVSE procurement expertise, consulting services, and customer-first approach to expand their own portfolios in both commercial and government markets.</p> <p>By prioritizing fair pricing, expert consulting, and exceptional customer service, we have built a referral-driven network where our partners not only execute government projects but also leverage their relationship with District Fleet to secure additional commercial and municipal EVSE opportunities. This model strengthens our ability to scale and deliver turnkey solutions, ensuring that Sourcewell members benefit from a trusted, well-coordinated network of authorized sellers, installers, and service providers.</p> <p>Our distribution strategy is designed for flexibility and efficiency, offering multiple delivery methods tailored to Sourcewell members' needs:</p> <ul style="list-style-type: none"> <li>-Direct-to-customer shipments for streamlined procurement and large-scale deployments.</li> <li>-Regional distributor hubs that maintain inventory for fast delivery and localized support.</li> <li>-Authorized resellers who provide customized solutions, site-specific modifications, and bundled services for end-to-end project execution.</li> </ul> <p>Beyond procurement, our authorized sellers and partners are fully integrated into our support framework, ensuring coordination with Customer Success Managers (CSMs), technical teams, and 24x7x365 service resources. This guarantees consistent quality, rapid response times, and long-term reliability for every Sourcewell participating entity.</p>

<p>28</p>	<p>If your proposal includes delivery of services by prequalified contractors, describe your method of prequalification. State how prequalified contractors will be identified or selected by Sourcewell Participating Entities in the event of contract award.</p>	<p>District Fleet upholds rigorous subcontractor qualification standards to ensure expertise, compliance, and reliability in EV charging station installations. Daniel MacDonald, President of District Fleet, brings over 20 years of experience in EVSE deployments and has built a nationwide network of highly qualified contractors with proven success in commercial and government infrastructure projects.</p> <p>Our exclusive ecosystem consists of experienced Design-Build Construction and Commercial Electrical contractors with 20+ years of light duty and heavy-duty electrical work, these contractors were early adapters in EVSE infrastructure and were awarded GSA EVSE IDIQ contracts. We targeted relationships with firms GSA selected from over 100+ applicants piggybacking off their rigorous source selection process that was largely based on self-performance, construction management capabilities, past performance, and competitive pricing. Additionally, District Fleet strategically and geographically mapped subcontractor territories by Zone (see GSA PBS IDIQ Zone Map <a href="https://www.gsa.gov/buy-through-us/products-and-services/transportation-and-logistics-services/fleet-management/alternative-fuel-vehicles/governmentwide-evsrelated-designbuild-and-construction-idiq-contracts">https://www.gsa.gov/buy-through-us/products-and-services/transportation-and-logistics-services/fleet-management/alternative-fuel-vehicles/governmentwide-evsrelated-designbuild-and-construction-idiq-contracts</a>), enabling us to successfully perform projects in all 4 Zones and maintain a bench of no less than 3 subcontractors in each territory. Recently, District Fleet successfully deployed Level 2 and Level 3 charging stations in Arizona, New York, California and Florida simultaneously, demonstrating our scalability and ability to execute complex rollouts.</p> <p>To maintain consistency and quality, we implemented a quality assurance program with regular site inspections, compliance audits, and performance evaluations to confirm adherence to NEC, AHJ regulations, and industry best practices. Our teaming relationships and proactive service oversight guarantee that Sourcewell members receive reliable, scalable, and future-ready EVSE solutions, regardless of location.</p> <p>We also invest in ongoing subcontractor training and professional development, equipping our teams with specialized skills in installation, maintenance, troubleshooting, and end-user education. End users receive detailed manuals, operational guidance, and access to expert support, ensuring long-term usability and satisfaction.</p>
<p>29</p>	<p>Service force.</p>	<p>District Fleet's service force is built to ensure seamless deployment, reliable operation, and long-term success of EV charging infrastructure for Sourcewell participating entities. Our nationwide network of certified technicians, installers, and maintenance specialists provides industry leading support across the U.S. and Canada, ensuring that government agencies, educational institutions, nonprofits, and tribal organizations receive timely, high-quality service.</p> <p>From initial site assessments and installation to ongoing maintenance and repair, our service team is equipped to handle all aspects of EVSE deployment. We work closely with manufacturers and service partners to coordinate installation, commissioning, and troubleshooting, ensuring that every charging station is fully operational from day one. Our technicians are trained to adhere to industry best practices and safety standards, providing expert guidance on equipment setup, network integration, and energy management solutions.</p> <p>To maximize uptime and reliability, District Fleet employs a proactive approach to service and maintenance. Through real-time monitoring and automated diagnostics, we identify and address potential issues before they impact users. Our 24x7x365 support team provides immediate remote troubleshooting and dispatches on-site technicians as needed, with service response times designed to minimize downtime and maintain a 98% station uptime standard. Whether performing routine inspections, firmware updates, or hardware replacements, our service force ensures that Sourcewell members receive prompt, professional, and efficient support.</p>

<p>30</p>	<p>Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.</p>	<p>District Fleet follows a structured and standardized ordering process, ensuring efficiency, accuracy, and compliance for all Sourcewell participating entities. Our Standard Operating Procedure (SOP) is designed to maintain consistency across all orders, providing clear guidance for our vendors and ensuring seamless execution from order placement to final delivery and installation.</p> <p>Our process begins with a comprehensive consultation, where we work closely with the customer to understand technical specifications, required quantities, delivery deadlines, and project objectives. Based on this assessment, we provide a detailed quote and compliance matrix, ensuring transparency in hardware specifications, associated costs, and estimated delivery timelines. Our quotes are crafted to be competitive, budget-aligned, and fully compliant with project requirements.</p> <p>Upon acceptance of the quote, the customer issues a formal Purchase Order (PO), initiating our order fulfillment process. Our team conducts a thorough validation check to ensure that all PO details align with the original quote, preventing any discrepancies that could affect order execution.</p> <p>Throughout the order lifecycle, we utilize real-time tracking systems to monitor progress from procurement to order confirmation, shipping, and delivery. We maintain transparent, proactive communication, providing regular updates, including estimated delivery dates and tracking numbers, so customers can plan accordingly.</p> <p>By adhering to our SOP-driven approach, District Fleet guarantees that every order is handled with precision, reliability, and accountability, delivering high-quality EVSE solutions that meet or exceed Sourcewell member expectations.</p>
<p>31</p>	<p>Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.</p>	<p>At District Fleet, we are committed to delivering exceptional customer service to Sourcewell participating entities. Our dedicated Customer Success Managers (CSMs) provide personalized account management, issue resolution, and proactive support. Backed by Chargepoint, Chargeie or EV Connect's 24x7x365 Driver and Site Host Support, our program ensures seamless setup, management, and maintenance of EV charging infrastructure.</p> <ol style="list-style-type: none"> <li>1. Dedicated Customer Success Manager (CSM) <ul style="list-style-type: none"> <li>-Assigned to each participating entity for onboarding, account management, and issue resolution</li> <li>-Coordinates with software providers (Chargepoint, Chargeie, EV Connect) and hardware manufacturers to ensure smooth operations</li> <li>-Conducts performance reviews and optimization recommendations</li> </ul> </li> <li>2. 24x7x365 Driver &amp; Site Host Support <ul style="list-style-type: none"> <li>-Support available via toll-free phone, email, website, or Mobile App</li> <li>-Emergency charge activation, remote troubleshooting, and network monitoring through our Customer Support Portal (CSP)</li> <li>-Live call center ensuring immediate assistance and rapid response</li> </ul> </li> <li>3. Proactive Network Monitoring &amp; Issue Resolution <ul style="list-style-type: none"> <li>-Automated alerts and diagnostics to detect and address issues before they impact users</li> <li>-Real-time monitoring through PlugShare, social media, and the Chargeie network</li> <li>-Coordination with manufacturers and service providers to ensure minimal downtime</li> </ul> </li> <li>4. Response Time Commitments <ul style="list-style-type: none"> <li>-Immediate Remote Support: Available 24x7x365</li> <li>-Emergency Charge Activation: Within 5 minutes</li> <li>-Remote Diagnostics &amp; Troubleshooting: Initiated within 15 minutes</li> <li>-On-Site Repair Dispatch: Scheduled within 24 hours of confirmed hardware failure</li> <li>-Average Repair Completion: 48-72 hours, depending on issue severity</li> </ul> </li> <li>5. Service Reliability &amp; Performance Standards <ul style="list-style-type: none"> <li>-98% station uptime commitment</li> <li>-Performance-based incentives for service partners meeting response and resolution timelines</li> </ul> </li> </ol> <p>District Fleet's proactive approach, rapid response, and dedicated support ensure Sourcewell participating entities receive reliable, high-quality EV charging solutions with minimal downtime and maximum efficiency.</p>

32	Describe your ability and willingness to provide your products and services to Sourcwell participating entities.	<p>District Fleet is a leading turnkey provider of EV charging station solutions, recognized on both the GSA Multiple Award Schedule (MAS) and GSA's EVSE Blanket Purchase Agreement (BPA). With a proven track record in comprehensive EVSE deployments, we are fully equipped and committed to providing high-quality, cost-effective solutions to Sourcwell participating entities across the United States and Canada.</p> <p>Our extensive experience includes end-to-end EVSE implementations for U.S. Federal agencies, covering hardware, software, installation, commissioning, and operational maintenance. Notably, our contract with the FBI in Miramar, FL, exemplifies our ability to deliver seamless, Sourcwell-aligned EVSE solutions. This project included the supply, installation, software commissioning, and training for 25 single-port Level 2 EV charging stations, designed specifically for federal fleet operations.</p> <p>Similarly, our contract with DHS/CBP at the Mariposa and San Luis II Land Port of Entry (LPOE) in Arizona highlights our ability to deploy and commission 4 light-duty Level 2 charging stations and 2 Level 3 DC Fast Charging stations at each location. Our team conducted staff training and post-installation network validation, ensuring long-term operational success.</p> <p>Beyond domestic projects, District Fleet has demonstrated global logistical expertise, recently shipping EV charging solutions to Casablanca and New Delhi for the U.S. State Department. This highlights our ability to manage international EVSE deployments efficiently, further reinforcing our capability to support Sourcwell members, regardless of location.</p> <p>Our nationwide distribution network, certified installers, and dedicated customer support team ensure rapid deployment, maintenance, and serviceability across diverse regions. Whether supporting municipal, educational, tribal, or nonprofit fleets, we provide tailored solutions to meet each participating entity's unique requirements.</p> <p>We understand the importance of an award with Sourcwell and the unmatched access it provides to over 40,000 public agencies. District Fleet will make it a priority to maximize our position as an EVSE systems integrator to contribute to the already impressive contract sales (\$7.9B in 2023) that Sourcwell sees year in and year out. Our team is well positioned to pursue opportunities and provide best-in-class EVSE solutions to Sourcwell entities in the United States.</p>	*
33	Describe your ability and willingness to provide your products and services to Sourcwell participating entities in Canada.	<p>Canada presents an amazing opportunity to grow our market share. District Fleet president Dan MacDonald spent time in Vancouver in 2010, right after city council adopted requirements in the Vancouver Building By-Law for electric vehicle charging circuits in all new homes and multi-unit dwellings. It was an a-ha moment that eventually led to the formation of District Fleet (true story). With a streamlined procurement vehicle pathing the way, we are more than willing and able to pursue contracts in Canada.</p>	*
34	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed agreement.	<p>There are currently no geographic areas of the United States or Canada that District Fleet will be unable to fully serve through the proposed agreement. We are currently shipping EV Chargers to JBPHH Hawaii and have successfully deployed assets to Casablanca, Morocco and New Delhi, India for the US Government.</p>	*
35	Identify any account type of Participating Entity which will not have full access to your Solutions if awarded an agreement, and the reasoning for this.	<p>There are no account types that will not have full access to our solutions in the event of an award.</p>	*
36	Define any specific requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	<p>Participating entities in Hawaii, Alaska and US Territories may incur additional freight charges and adjusted response times to Service Level Agreements (SLA's).</p>	*
37	Will Proposer extend terms of any awarded master agreement to nonprofit entities?	<p>Yes, District Fleet will extend terms of any awarded master agreement to non profit entities.</p>	*

<p>38</p>	<p>Describe the process for installation of your products and services and explain the method of quotation, as applicable.</p>	<p>District Fleet follows a streamlined, turnkey installation process designed to ensure efficient, code-compliant, and cost-effective deployment of EV charging solutions for Sourcewell participating entities. Our approach includes site assessment, design, permitting, installation, commissioning, and post-installation support, ensuring a seamless experience from start to finish.</p> <p>Installation Process:</p> <ul style="list-style-type: none"> <li>-Consultation &amp; Site Assessment:             <ul style="list-style-type: none"> <li>-A dedicated project manager collaborates with the participating entity to assess site conditions, electrical capacity, and infrastructure requirements.</li> <li>-Our team evaluates equipment compatibility, power availability, and optimal charger placement for efficiency and accessibility.</li> </ul> </li> <li>-Design &amp; Engineering:             <ul style="list-style-type: none"> <li>-We provide detailed site designs, including electrical schematics and civil work requirements, ensuring compliance with NEC, JHA's, ADA, and other applicable standards.</li> <li>-Our vendor-agnostic approach allows us to match the best EVSE hardware and software solutions to the entity's specific needs.</li> </ul> </li> <li>-Quotation &amp; Pricing Methodology:             <ul style="list-style-type: none"> <li>-District Fleet provides a detailed, line-itemized quote, ensuring complete transparency and alignment with Sourcewell's cooperative purchasing model.</li> <li>Each quote includes:                     <ul style="list-style-type: none"> <li>-Equipment costs (EV chargers, mounting solutions, network integration)</li> <li>-Installation costs (trenching, conduit, electrical work, permitting)</li> </ul> </li> <li>-Pricing is based on pre-negotiated contract rates under the Sourcewell agreement, ensuring fair, competitive, and predictable costs.</li> <li>-Each quote includes a Compliance Matrix, which maps our proposed solution against customer specifications and industry standards to ensure the final product meets or exceeds all technical, safety, and regulatory requirements.</li> </ul> </li> <li>-Installation &amp; Commissioning:             <ul style="list-style-type: none"> <li>-Our nationwide network of certified electricians and design-build contractors executes the installation per industry best practices.</li> <li>-Chargers are configured, tested, and commissioned, including network integration and real-time monitoring setup.</li> </ul> </li> <li>-Training &amp; Handover:             <ul style="list-style-type: none"> <li>-Operator and maintenance training is provided at no cost, ensuring staff understands proper usage, troubleshooting, and network management.</li> <li>-Detailed user manuals and support resources are provided for reference.</li> </ul> </li> </ul> <p>By integrating consultative planning, expert installation, and long-term support, District Fleet ensures that Sourcewell participating entities receive a high-quality, scalable, and future-proof EV charging solution. Our quotation process leads the industry in depth, transparency, and compliance assurance, ensuring every Sourcewell member receives a fully vetted, cost-effective, and turnkey solution.</p>
<p>39</p>	<p>Demonstrate your capabilities to provide solutions offered by providing a list of significant government, public agency, or similar entity projects completed in the past five (5) years.</p>	<p>District Fleet has provided 5 examples of projects completed over the last 5 years. More detail about each project can be found via Attachment C – Past Performance.</p> <ul style="list-style-type: none"> <li>-Everglades National Park, National Park Service (Homestead, FL)</li> <li>-NAVFAC Crane, Naval Facilities Engineering CMF Mid Lant (Crane, IN)</li> <li>-Joint Base Anacostia Building, US Marine Corps (Washington, DC)</li> <li>-Benjamin P. Grogan and Jerry L. Dove Federal Building, FBI (Miramar, FL)</li> <li>-Mariposa and San Luis II Land Point of Entry, DHS/CBP (Mariposa, AZ)</li> </ul>

**Table 4: Marketing Plan (100 Points)**

Line Item	Question	Response *
40	Describe your marketing strategy for promoting this opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	<p>District Fleet's marketing strategy for promoting this opportunity will focus on maximizing visibility, engagement, and adoption of our electric vehicle supply equipment (EVSE) solutions among Sourcewell's Participating Entities. We will deploy a multi-channel approach that includes targeted digital marketing campaigns, webinars, and tailored outreach efforts.</p> <p>First, we will leverage our existing sales and dealer networks to educate stakeholders on the benefits and ease of accessing EVSE solutions through Sourcewell's cooperative purchasing program. This will include in-person and virtual product demonstrations, case studies, and informational resources tailored to the needs of government agencies, educational institutions, and nonprofits.</p> <p>Second, we will integrate Sourcewell branding and contract details into our promotional materials, ensuring clear communication of the streamlined procurement process and cost savings available through the master agreement.</p> <p>Finally, we will actively participate in relevant trade shows, industry conferences, and regional events to build awareness and connect with decision-makers. Regular communication through newsletters, blogs, and social media will further amplify the opportunity, ensuring sustained interest and engagement throughout the agreement term.</p>
41	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	<p>District Fleet leverages technology and digital data to enhance marketing effectiveness by implementing targeted, data-driven strategies. Using advanced analytics, we identify and segment our audience based on metadata, including demographics, purchasing behavior, and geographic location, to tailor messaging that resonates with Sourcewell's diverse Participating Entities.</p> <p>Social media platforms play a key role in our outreach, allowing us to engage directly with stakeholders through informative posts, video content, and interactive webinars. We use tools like social media analytics and A/B testing to optimize campaigns in real-time, ensuring maximum reach and impact.</p> <p>Additionally, we utilize search engine optimization (SEO) and pay-per-click (PPC) advertising to drive traffic to our digital resources, including landing pages that highlight Sourcewell's cooperative purchasing benefits. By integrating customer relationship management (CRM) software, we track engagement metrics and automate follow-ups, ensuring consistent communication and nurturing leads effectively.</p> <p>These technological and digital strategies allow us to deliver personalized, impactful marketing while continuously improving our outreach through data insights.</p>
42	In your view, what is Sourcewell's role in promoting agreements arising out of this RFP? How will you integrate a Sourcewell-awarded agreement into your sales process?	<p>Sourcewell's role in promoting agreements is to provide visibility, credibility, and accessibility to Participating Entities through its established cooperative purchasing platform. By showcasing awarded agreements on its portal and leveraging its extensive network, Sourcewell facilitates awareness and trust among potential buyers.</p> <p>We will integrate a Sourcewell-awarded agreement into our sales process by training our sales and dealer teams on the benefits and usage of the contract, incorporating Sourcewell branding into our marketing materials, and highlighting the streamlined procurement process. Additionally, we will collaborate with Sourcewell on joint promotional efforts, such as webinars and outreach campaigns, to maximize the agreement's reach and impact.</p> <p>Our expectation is also that Sourcewell will host networking and exhibitor events to increase awareness for participating entities. District Fleet has seen Sourcewell branded flags, flyers, etc. and will proudly display them at similar events.</p>
43	Are your Solutions available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	<p>Our solutions are available for e-procurement via GSA e-Buy and GSA Advantage. In addition, we plan to offer an in-house procurement portal in 2026.</p>

**Table 5A: Value-Added Attributes (100 Points, applies to Table 5A and 5B)**

Line Item	Question	Response *
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44	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	<p>District Fleet provides a range of training options ranging from 'how to plug in a vehicle' to 'on-site factory technician training for Level 3 DC fast chargers' to Sourcewell participating entities. Training is an integral part of our turnkey approach, ensuring that all end users have the knowledge and skills needed to operate, maintain, and optimize their charging infrastructure effectively.</p> <p>Training is conducted by District Fleet's expert team in collaboration with our OEM partners. We offer both on-site and virtual training sessions, tailored to the specific equipment and software deployed. Training includes:</p> <ul style="list-style-type: none"> <li>-Operator Training: Covers basic charging station functionality, user management, and troubleshooting.</li> <li>-Maintenance Training: Provides guidance on routine inspections, firmware updates, and preventive maintenance.</li> <li>-Network &amp; Software Training: Ensures users understand Chargepoint, Chargee or EV Connect's monitoring platform, reporting tools, and remote management features.</li> </ul> <p>Additionally, our equipment suppliers offer detailed user manuals, video tutorials, and ongoing technical support for continued learning. Our goal is to equip Sourcewell members with the knowledge to maximize uptime, extend equipment lifespan, and ensure seamless daily operations.</p> <p>Factory certified technician training cost is typically \$3,000.</p>	*
45	Describe any technological advances that your proposed Solutions offer.	<p>District Fleet provides OCPP 1.6J and OCPP 2.0.1-compliant solutions, ensuring seamless interoperability and portability between hardware providers for flexible, future-proof EVSE deployments. This compliance enables remote management, real-time monitoring, and optimized transaction processing, allowing for efficient configuration, proactive maintenance, and enhanced user control.</p> <p>Our solutions incorporate robust security protocols, supporting FedRAMP or SOC2 compliance to safeguard sensitive data and system integrity. Additionally, we integrate ISO 15118 Plug and Charge technology, enabling secure, automated authentication for a streamlined charging experience.</p> <p>For fleet operators, we offer advanced load management and fleet management modules, ensuring optimized energy distribution and seamless operations across mixed ICE and ZEV fleets. Our systems also feature WEX and fuel card integration, allowing fleet managers to centrally track and manage fueling and charging expenses within a single platform.</p> <p>By combining industry-leading interoperability, security, and intelligent fleet management capabilities, District Fleet delivers a scalable, future-ready charging infrastructure tailored to the needs of Sourcewell participating entities.</p>	*
46	Describe any "green" initiatives that relate to your company or to your Solutions, and include a list of the certifying agency for each.	<p>District Fleet offers a full portfolio of Energy Star certified equipment as required by the GSA EVSE BPA. In addition, most of our chargers help entities achieve LEED points or WELL accreditation.</p>	*
47	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the Solutions included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	<p>District Fleet offers a full portfolio of Energy Star certified Level 2 charging stations.</p>	*

48	<p>What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?</p>	<p>District Fleet is a fleet management and e-mobility solutions provider with over 15 years of experience managing EVSE deployments. Driven by a mission to help vehicle fleets achieve net-zero emissions, we offer a portfolio of turnkey fleet electrification solutions designed to meet the dynamic and evolving needs of Sourcewell participating entities.</p> <p>As a vendor-agnostic System Integrator, District Fleet offers the largest portfolio of open-standards-based EV charging solutions, ensuring seamless interoperability, supply chain resiliency, and future-proofing for Sourcewell members. We collaborate with 12 leading OEM hardware providers, carefully down-selected from over 50 manufacturers, to provide a wide range of products—from 16A Level 2 chargers to 350A DC Fast Charging (DCFC) systems.</p> <p>Our reach extends beyond hardware, delivering turnkey capabilities, including installation, integration, utility coordination, and long-term maintenance. This comprehensive approach allows Sourcewell members to deploy reliable, scalable, and adaptable EV infrastructure with confidence.</p> <p>By leveraging open-standards protocols, we ensure that multiple hardware vendors can seamlessly pair with various software solutions, enabling flexibility in network management and long-term adaptability to emerging technologies. This future-ready design strengthens supply chain resiliency, mitigates vendor lock-in, and provides sustainable, cost-effective solutions that evolve with industry advancements.</p> <p>Our strategic relationships with industry leaders, combined with extensive hands-on experience, enable us to provide deep reach-back support, high-quality control measures, and top-tier customer service. As an SBA-certified Small Disadvantaged Business (MBE, CBE), a GSA MAS and GSA EVSE BPA contract holder, we bring a proven track record in government procurement with over 400+ approved line items for EVSE hardware, software, installation, and ancillary services.</p>
49	<p>Describe all end-user payment methods offered for charging, as applicable.</p>	<p>Current end-user payment methods include a mobile application that supports Google Pay, Apple Pay, Square, Paypal, Venmo, Zelle and Cash App as well as traditional card payments via Visa, Mastercard, Discover and American Express. Additionally, payments can be made using Voyager and WEX fuel cards. District Fleet also offers several solutions that have Payter or Nayax Credit Card readers for tap and pay transactions.</p>
50	<p>Identify the data collected when your equipment, products, and services are accessed by an end-user.</p>	<ul style="list-style-type: none"> <li>-Average Transaction Duration (Min)</li> <li>-Average duration of a transaction in minutes from connect to disconnect including free and 0 kWh transactions</li> <li>-Average Transaction Cost</li> <li>-Average transaction cost for transactions costing more than \$0</li> <li>-Average kWh Charged</li> <li>-Average kWh charged for transactions with more than 0 kWh</li> <li>-Average Time Suspended EV (Min)</li> <li>-Average time in minutes from EV full (or SuspendedEV) to fully disconnected</li> <li>-Average Time To Full (Min)</li> <li>-Average time in minutes from connection to EV full (or SuspendedEV)</li> <li>-Station Activations</li> <li>-Total stations activated since X days ago based on registration time</li> <li>-Driver Adds</li> <li>-Total new drivers registered on platform since X days ago</li> <li>-Cumulative Drivers</li> <li>-Total drivers as of X days ago</li> <li>-Total Revenue</li> <li>-Total revenue in dollars for past X days</li> <li>-Total Sessions</li> <li>-Total charging sessions started over past X days, including paid and free</li> <li>-Total Paid Sessions</li> <li>-Total paid charging sessions started over past X days for all sessions with &gt;\$0 transaction amount</li> </ul>

<p>51</p>	<p>Describe applicable data security measures and identify any services performed outside the US or Canada, as applicable.</p>	<p>District Fleet's EV charging solutions prioritize robust data security, compliance, and operational resilience to protect sensitive information and ensure secure network operations.</p> <p>Our partners implement multi-layered cybersecurity measures, including:</p> <ul style="list-style-type: none"> <li>-FedRAMP authorization, with continuous monitoring, annual security assessments, and incident reporting to meet federal cybersecurity standards.</li> <li>-Secure Virtual Private Cloud (VPC) infrastructure, featuring end-to-end encryption, PCI-DSS SAQ "D" compliance, multi-factor authentication, and redundant backups.</li> <li>-WPA2 AES encryption, redundant LTE connectivity with encrypted tunnels, and on-premises firewalls to prevent cyber threats and unauthorized access.</li> </ul> <p>Annual penetration testing and a formal Incident Response Plan, addressing data breach scenarios and regulatory notification requirements.</p> <p>Built-in disaster recovery and high-availability cloud architecture, ensuring service continuity and resilience against disruptions.</p> <p>Our partners operate exclusively within the United States and Canada, with no services performed outside these regions under this agreement. These requirements are designed to protect federal networks and are considered the highest in the industry.</p>
<p>52</p>	<p>Demonstrate your capabilities around long-term stewardship of proposed equipment, products, or services offered such as maintenance, performance warranties and guarantees, operational uptime, hardware warranties, and similar stewardship functions.</p>	<p>District Fleet recognizes that long-term stewardship devolves from quality assurance, customer service and long-term monitoring and commits those principles to the EV charging solutions we deploy. This ensures maximum operational uptime, proactive maintenance, and long-term reliability for Sourcewell participating entities. Our turnkey approach integrates industry-leading hardware, expert service management, and ongoing technical support to guarantee consistent performance and seamless operation throughout the lifecycle of the equipment. The primary goal of this approach is to maintain high visibility</p> <p>As a vendor-agnostic System Integrator, we partner with 10 carefully down-selected OEM hardware providers—chosen from an initial pool of over 50 manufacturers—to offer only the most reliable, high-quality EVSE solutions. This ensures that every installation is backed by robust performance warranties, extended hardware guarantees, and industry-standard protections. Our GSA MAS and GSA EVSE BPA contracts, with over 400+ approved line items, allow us to provide scalable and cost-effective service solutions, ensuring Sourcewell entities receive top-tier support at competitive rates.</p> <p>Our proactive maintenance strategy is designed to minimize downtime and maximize performance. Each Sourcewell member is assigned a dedicated Customer Success Manager (CSM), who serves as a single point of contact for lifecycle support, service coordination, and ongoing performance assessments. In partnership with the selected Charge Point Operator (CPO), we provide 24x7x365 monitoring and driver/site host support, including:</p> <ul style="list-style-type: none"> <li>-Real-time network diagnostics and automated issue detection</li> <li>-Remote troubleshooting and firmware updates</li> <li>-On-site repair dispatch within 24 hours of confirmed hardware failure</li> <li>-98% operational uptime commitment across all deployed charging stations</li> </ul> <p>To ensure long-term system integrity, our quality assurance program includes regular site inspections, compliance audits, and performance tracking. Our nationwide network of certified installers and service providers, including design-build contractors strategically positioned in all four U.S. zones, allows us to respond quickly to service needs and proactively address infrastructure challenges.</p> <p>Many of our installation and service partners have expanded their commercial and government business through their work with District Fleet, a testament to our commitment to excellence, fair pricing, and high-quality customer service.</p> <p>By integrating warranty-backed hardware, proactive service monitoring, nationwide field support, and a dedicated customer success model, District Fleet provides Sourcewell participating entities with a fully managed, future-proof EV charging solution. Our commitment to long-term stewardship ensures that every Sourcewell member receives a high-performing, reliable, and cost-effective charging infrastructure that meets their evolving needs.</p>

**Table 5B: Value-Added Attributes**

Line Item	Question	Certification	Offered	Comment
53	Select any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation and a listing of dealerships, HUB partners or resellers if available. Select all that apply.	Minority Business Enterprise (MBE)	<input checked="" type="radio"/> Yes <input type="radio"/> No	MDOT: DBE/SBE DC: CBE WMATA: MBE/DBE SBA: SB/SDB
54		Women Business Enterprise (WBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
55		Disabled-Owned Business Enterprise (DOBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
56		Veteran-Owned Business Enterprise (VBE)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
57		Service-Disabled Veteran-Owned Business (SDVOB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A
58		Small Business Enterprise (SBE)	<input checked="" type="radio"/> Yes <input type="radio"/> No	District Fleet is a certified Small Business Enterprise(SBE)
59		Small Disadvantaged Business (SDB)	<input checked="" type="radio"/> Yes <input type="radio"/> No	District Fleet is a certified Small Disadvantaged Business (SDB)
60		Women-Owned Small Business (WOSB)	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A

**Table 6A: Pricing (400 Points, applies to Table 6A and 6B)**

Provide detailed pricing information in the questions that follow below.

Line Item	Question	Response *
61	Describe your payment terms and accepted payment methods.	Net 30, Check, ACH, Wire, or Credit Card (CC processing fees may apply)
62	Describe any leasing or financing options available for use by educational or governmental entities.	District Fleet offers several Charging as a Service (CaaS) line items which offers a hassle-free solution for the approved entity, covering the installation, operation, and maintenance of EV Charging for a monthly subscription cost. This turnkey service eliminates the need for upfront capital investment, and allows the entity to focus on their core responsibilities while enjoying the benefits of a fully managed charging service. The subscription service acts as a "lease" in many ways.

63	Describe any standard transaction documents that you propose to use in connection with an awarded agreement (order forms, terms and conditions, service level agreements, etc.). Upload all template agreements or transaction documents which may be proposed to Participating Entities.	<p>-Charge EULA &amp; SLA (see attachment - Charge by District Fleet Spec - Network - SLA)</p> <p>-EV Connect EULA &amp; Shield Plan (<a href="https://www.evconnect.com/legal/online-msa/#shield-sla">https://www.evconnect.com/legal/online-msa/#shield-sla</a>)</p> <p>-Chargepoint EULA &amp; Assure Plan</p> <p>-ABB SLA (<a href="https://new.abb.com/ev-charging/connected-services/emobility-service-offering-service-level-agreement">https://new.abb.com/ev-charging/connected-services/emobility-service-offering-service-level-agreement</a>)</p> <p>-Tritium SLA (<a href="https://tritiumcharging.com/wp-content/uploads/2024/11/Tritium-Support-Services-Brochure.pdf">https://tritiumcharging.com/wp-content/uploads/2024/11/Tritium-Support-Services-Brochure.pdf</a>)</p> <p>-BTC Power SLA</p>	*
64	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcwell participating entities for using this process?	Yes, a 3% merchant processing fee applies to the P-card procurement and payment process	*
65	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcwell discounted price) on all of the items that you want Sourcwell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Commercial Pricelist less 2.5% SourceWell Discount. See also, Attachment F District Fleet – 2025 CPL with Sourcwell Discounts for our full offering and price list.	*
66	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	All pricing represents a 2.5% discount from our list price.	*
67	Describe any quantity or volume discounts or rebate programs that you offer.	District Fleet will honor an additional 2.5% for any order quantities greater than 10 products.	*
68	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “non-contracted items”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	All Open Market products are facilitated using a 10/10 methodology. 10% covers our overhead, 10% covers product. All such items will be quoted.	*
69	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	<p>1) Level 2 EVSE with network plans require commissioning.</p> <p>2) Level 3 EVSE require on-site commissioning by factory trained technicians. We quote these services to align with each projects scope. This would be for ABB, BTC Power, Tritium, and Lincoln Electric.</p> <p>3) EV Chargers that have external credit card readers like Payter or Nayax may have additional merchant account fees, if not already captured in Charging Management subscription. These fees are typically identified in EULA.</p>	*
70	If freight, delivery, or shipping is an additional cost to the Sourcwell participating entity, describe in detail the complete freight, shipping, and delivery program.	Freight will be provided in each District Fleet quote and will be based on quantity, weight, and distance from shipping location. We do not look to markup freight, but we do need to capture and pass along those costs.	*
71	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	Shipping terms vary by EVSE OEM. FOB Destination or EX Works Ecoterms. We do need to determine in advance if there are logistical barriers, heightened security measures, or other factors that may disrupt delivery. On our standard order form we request, receiving address, receiving POC cell phone, a backup POC, whether the site has a loading dock or requires a truck with a liftgate and whether there is access to a forklift. We can arrange forklift rental in advance if required. We have multiple clients in Hawaii and additional freight charges will apply. Additional freight to Alaska, Canada, or offshore will be quoted and provided on a case by case basis.	*
72	Describe any unique distribution and/or delivery methods or options offered in your proposal.	We have experience delivering to secure facilities. We have logistics partners with top security clearance. If required, we can arrange for trucks with liftgate, pallet jack, or forklift rentals. We can also drop a construction site storage container (roll away) if required.	*

<p>73</p>	<p>Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed agreement with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing.</p>	<p>District Fleet maintains a rigorous self-audit process to ensure full compliance with our agreement with Sourcewell, guaranteeing that participating entities receive the correct pricing, service quality, and contractual benefits. Our comprehensive audit framework includes automated pricing verification, periodic contract compliance reviews, and performance tracking to uphold transparency and accountability.</p> <p>To validate pricing accuracy, we utilize internal pricing controls and automated audit tools that cross-check invoiced amounts against Sourcewell's pre-negotiated contract rates. Any discrepancies trigger an immediate review and corrective action, ensuring that participating entities always receive the correct discounts and volume-based pricing.</p> <p>Additionally, we conduct quarterly compliance audits to verify adherence to contract terms, service-level agreements (SLAs), and reporting obligations. These audits include:</p> <ul style="list-style-type: none"> <li>-Randomized invoice sampling and pricing validation</li> <li>-Review of installation and service timelines to ensure SLAs are met</li> <li>-Customer satisfaction assessments to track service performance</li> </ul> <p>For infrastructure projects, we implement technical quality assurance checks to confirm compliance with IBC, NEC, NFPA, ABAAS and industry standards. Our team monitors deployments, conducts site inspections, and reviews utility coordination efforts to verify that installations meet all regulatory and safety requirements. Additionally, we integrate OSHA 3990 standards to protect worker safety and health during construction and installation. This includes:</p> <ul style="list-style-type: none"> <li>-Implementing engineering and administrative controls to minimize on-site hazards</li> <li>-Ensuring proper use of personal protective equipment (PPE) for all field personnel</li> <li>-Adhering to physical distancing and sanitation protocols in compliance with federal guidelines</li> <li>-Providing job hazard analysis (JHA) and site-specific safety training for all subcontractors and employees</li> </ul> <p>To ensure ongoing compliance, District Fleet also provides participating entities with access to a dedicated Customer Success Manager (CSM) who serves as a single point of contact for pricing inquiries, contract-related questions, and issue resolution.</p>
<p>74</p>	<p>If you are awarded an agreement, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the agreement.</p>	<p>If awarded an agreement, District Fleet will track key performance metrics to measure success, engagement, and growth under the Sourcewell contract. These metrics include:</p> <ul style="list-style-type: none"> <li>-Meetings Conducted – Tracking the number of engagements with Sourcewell members, including informational sessions, consultations, and project planning discussions.</li> <li>-Quotes Issued – Measuring the volume of formal proposals submitted, ensuring active participation and responsiveness to member needs.</li> <li>-Quarterly Sales Performance – Monitoring contract utilization trends by assessing sales volume and revenue generated every quarter.</li> <li>-Annual Sales Growth – Evaluating year-over-year performance to ensure continuous adoption and expansion of EVSE solutions across Sourcewell members.</li> <li>-Pipeline Value – Tracking the total value of active and potential projects, ensuring a strong forecast for future contract success.</li> </ul> <p>By analyzing these core metrics, District Fleet will assess contract impact, optimize outreach strategies, and drive sustained growth for Sourcewell participating entities.</p>

75	Provide a proposed Administration Fee payable to Sourcewell. The Fee is in consideration for the support and services provided by Sourcewell. The propose an Administrative Fee will be payable to Sourcewell on all completed transactions to Participating Entities utilizing this Agreement. The Administrative Fee will be calculated as a stated percentage, or flat fee as may be applicable, of all completed transactions utilizing this Master Agreement within the preceding Reporting Period defined in the agreement.	District Fleet proposes an Administrative Fee of 2% payable to Sourcewell on all completed transactions conducted under this Master Agreement. This fee is in recognition of the support and services provided by Sourcewell and will be calculated as 2% of the total sales volume for all purchases made by Participating Entities utilizing this Agreement. The Administrative Fee will be remitted in accordance with the reporting period specified in the Master Agreement to ensure transparency and compliance with Sourcewell's cooperative purchasing framework.
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**Table 6B: Pricing Offered**

Line Item	The Pricing Offered in this Proposal is: *	Comments
76	The pricing offered is as good as or better than pricing typically offered through existing cooperative contracts, state contracts, or agencies.	Our pricing mirrors our GSA EVSE BPA pricing. GSA is our most favorable customer with this pricing structure.

**Table 7A: Depth and Breadth of Offered Solutions (200 Points, applies to Table 7A, 7B and 7C)**

Line Item	Question	Response *
77	Provide a detailed description of all the Solutions offered, including used Solutions if applicable, offered in the proposal.	District Fleet offers over 500 line items (solutions) to Sourcewell Entities, including 70+ Level 3 Charging Stations, 200+ Level 2 Charging Stations and 200+ accessories, network plans, software plans and maintenance plans.
78	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	District Fleet proposes subcategories to include: -Level 2 Offerings -Level 3 Offerings -Network Plans -Maintenance & Warranty -Accessories/Add-on Equipment -Site Planning/Installation -Charging-as-a-Service (CaaS)
79	Demonstrate your experience and capabilities installing and supporting Level 3 DC Fast Chargers	District Fleet's Level 3 DC Fast Charger experience spans the entire EVSE deployment lifecycle, from equipment supply to full-scale design, construction, and installation. We have worked closely with utilities to upgrade power capacity, providing, and installing medium/high voltage transformers, switchgear, and service panels to ensure reliable infrastructure. Additionally, we have explored Battery Energy Storage Solutions (BESS) and integrated with Distributed Energy Systems (DES) and MicroGrids, optimizing energy efficiency and enhancing grid resilience for sustainable EV charging operations. Below are a few examples of successful Level 3 DCFC projects:  -NPS Everglades – Terra Wallbox -Alexandria Bay LPOE – 2 x Chargepoint CPE250 -Mariposa and San Luis II LPOE – 2 x 75kw DCFC -JBAB – 1 x 200kw DCFC for Shuttle Buses -US Army Reserve (Camp Parks) - 2 x 150kw DCFC -Naval Base San Diego – 2 x 150kw DCFC -Camp Pendelton – 5x 50kw DCFC
80	Demonstrate the capabilities of proposed equipment, products, or services in regard to Charger-to-Charger Network Communication, Charging Network-to-Charging Network Communication, and Charging Network-to-Grid Communication.	District Fleet's open-standards-based EV charging solutions are designed to maximize interoperability, future-proofing, and long-term return on investment (ROI) while preventing stranded assets. By prioritizing charger-to-network, network-to-network, and network-to-grid communication, our solutions create a resilient, scalable, and adaptable EV infrastructure for Sourcewell members.  Charger-to-Charger & Network Communication: Our portfolio supports OCPP 1.6J and OCPP 2.0.1 compliance, enabling seamless charger-to-charger communication across multiple hardware brands and software platforms. This ensures that chargers from various OEMs can be integrated into a unified network, reducing dependency on a single vendor and protecting against technology obsolescence. The ability to mix and match hardware vendors within a single network fosters competition, driving innovation and cost efficiencies for Sourcewell entities.  Charging Network-to-Charging Network Communication: District Fleet's solutions support roaming capabilities through OCPI (Open Charge Point Interface), allowing different charging networks to communicate and share resources. This eliminates walled-garden ecosystems, giving fleet operators and public entities the flexibility to access multiple networks, optimize asset utilization, and reduce infrastructure redundancy. By ensuring network-to-network interoperability, Sourcewell members can confidently invest in infrastructure that remains adaptable to industry shifts and emerging technologies.  Charging Network-to-Grid Communication: Our systems are equipped with advanced load management, demand response capabilities, and are exploring vehicle-to-grid (V2G) readiness, allowing chargers to communicate directly with utilities and energy management systems. By integrating with Distributed Energy Resources (DERs), Battery Energy Storage Systems (BESS), and MicroGrids, we help optimize energy distribution, reduce peak demand costs, and enhance grid stability. This approach strengthens supply chain resiliency, reduces dependence on volatile energy pricing, and ensures that Sourcewell members maximize long-term energy savings and sustainability goals.  By deploying interoperable, future-proof, and resilient EVSE solutions, District Fleet safeguards Sourcewell entities from stranded assets, mitigates vendor lock-in, and fosters a competitive landscape that drives continuous innovation and cost efficiency.

**Table 7B: CATEGORY 1 ON-GRID \*\*\*ONLY SUBMIT FOR CATEGORY 1 OR CATEGORY 2\*\*\***

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

We will not be submitting for Table 7B: CATEGORY 1 ON-GRID \*\*\*ONLY SUBMIT FOR CATEGORY 1 OR CATEGORY 2\*\*\*

Line Item	Category	Requested equipment, products or services	Offered *	Comments
81	Category 1: On-Grid Electric Vehicle Supply Equipment and related services	All forms of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations	<input checked="" type="radio"/> Yes <input type="radio"/> No	District Fleet provides a wide range of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations. See commercial price list for depth of section 81 offering.
82		Services related to the offering of electric vehicle charging hardware, including maintenance, repair, parts, supplies, and training	<input checked="" type="radio"/> Yes <input type="radio"/> No	District Fleet provides a wide range of electric vehicle charging hardware, including maintenance, repair, parts, supplies and training. See commercial price list for depth of section 82 offering.
83		Site assessment, site preparation and materials, and installation services related to electric vehicle charging hardware	<input checked="" type="radio"/> Yes <input type="radio"/> No	District Fleet provides site assessment, preparation and materials, and installation services via qualified 3rd party installers related to electric vehicle charging hardware. See commercial price list for depth of section 83 offering.
84		Electric vehicle supply network service providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology	<input checked="" type="radio"/> Yes <input type="radio"/> No	District Fleet offers electric vehicle supply network service plans, providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology. See commercial price list for depth of section 84 offering.
85		Category 1 responders MAY include off-grid (Category 2) solutions in their response, are you proposing Category 2 equipment?	<input type="radio"/> Yes <input checked="" type="radio"/> No	N/A

**Table 7C: CATEGORY 2 OFF-GRID \*\*\*ONLY SUBMIT FOR CATEGORY 1 OR CATEGORY 2\*\*\***

Indicate below if the listed types or classes of Solutions are offered within your proposal. Provide additional comments in the text box provided, as necessary.

We will not be submitting for Table 7C: CATEGORY 2 OFF-GRID \*\*\*ONLY SUBMIT FOR CATEGORY 1 OR CATEGORY 2\*\*\*

Line Item	Category	Requested equipment, products or services	Offered *	Comments
86	Category 2: Solar and Off-Grid ONLY Electric vehicle charging hardware and related infrastructure, including charging stations	All forms of network and non-network electric vehicle charging hardware and related infrastructure, including charging stations	<input type="radio"/> Yes <input type="radio"/> No	*
87		Services related to the offering on electric vehicle charging hardware, including maintenance, repair, parts, supplies, and training	<input type="radio"/> Yes <input type="radio"/> No	*
88		Site assessment, site preparation and materials, and installation services related to electric vehicle charging hardware	<input type="radio"/> Yes <input type="radio"/> No	*
89		Electric vehicle supply network service providers and operators, charge monitoring and reporting services, billing services, grid and power management solutions, with related software technology	<input type="radio"/> Yes <input type="radio"/> No	*
90		Category 2 responders may ONLY offer solutions capable of operating off-grid	<input type="radio"/> Yes <input type="radio"/> No	*

**Table 8: Exceptions to Terms, Conditions, or Specifications Form**

**Line Item 91. NOTICE:** To identify any exception, or to request any modification, to Sourcewell standard Master Agreement terms, conditions, or specifications, a Proposer must submit the proposed exception(s) or requested modification(s) via redline in the Master Agreement Template provided in the "Bid Documents" section. Proposer must upload the redline in the "Requested Exceptions" upload field. All exceptions and/or proposed modifications are subject to review and approval by Sourcewell and will not automatically be included in the Master Agreement.

Do you have exceptions or modifications to propose?	Acknowledgement *
	<input type="radio"/> Yes <input checked="" type="radio"/> No

**Documents**

**Ensure your submission document(s) conforms to the following:**

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.
2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.
3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.
4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as "Marketing Plan."

- [Pricing](#) - District Fleet - 2025 CPL with Sourcewell Discounts.xlsx - Monday February 17, 2025 14:11:21
- [Financial Strength and Stability](#) - Attachment A - Financial Strength.pdf - Friday February 14, 2025 19:46:03
- [Marketing Plan/Samples](#) - Attachment D - District Fleet Marketing Sample.pdf - Monday February 17, 2025 13:40:11
- [WMBE/MBE/SBE or Related Certificates](#) - District Fleet MDOT DDOT WMATA CBE Certifications.pdf - Monday February 17, 2025 10:59:53
- [Standard Transaction Document Samples](#) - Chargie by District Fleet Spec - Network - SLA.pdf - Monday February 17, 2025 13:40:25
- [Upload Additional Document](#) - Attachment B - Letters of Supply - BTC, Rexel, Chargie.pdf - Monday February 17, 2025 13:32:03
- [Requested Exceptions](#) - Attachment C - Past Performance Descriptions.pdf - Monday February 17, 2025 14:11:31

## Addenda, Terms and Conditions

### PROPOSER AFFIDAVIT OF COMPLIANCE

I certify that I am an authorized representative of Proposer and have authority to submit the foregoing Proposal:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for award.

3. The Proposer certifies that:

(1) The prices in this Proposal have been arrived at independently, without, for the purpose of restricting competition, any consultation, communication, or agreement with any other Proposer or competitor relating to-

(i) Those prices;

(ii) The intention to submit an offer; or

(iii) The methods or factors used to calculate the prices offered.

(2) The prices in this Proposal have not been and will not be knowingly disclosed by the Proposer, directly or indirectly, to any other Proposer or competitor before award unless otherwise required by law; and

(3) No attempt has been made or will be made by Proposer to induce any other concern to submit or not to submit a Proposal for the purpose of restricting competition.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest is created when a current or prospective supplier is unable to render impartial service to Sourcewell due to the supplier's: a. creation of evaluation criteria during performance of a prior agreement which potentially influences future competitive opportunities to its favor; b. access to nonpublic and material information that may provide for a competitive advantage in a later procurement competition; c. impaired objectivity in providing advice to Sourcewell.

5. Proposer will provide to Sourcewell Participating Entities Solutions in accordance with the terms, conditions, and scope of a resulting master agreement.

6. The Proposer possesses, or will possess all applicable licenses or certifications necessary to deliver Solutions under any resulting master agreement.

7. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

8. Proposer its employees, agents, and subcontractors are not:

1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: <https://www.treasury.gov/ofac/downloads/sdnlist.pdf>;

2. Included on the government-wide exclusions lists in the United States System for Award Management found at: <https://sam.gov/SAM/>; or

3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Daniel MacDonald, President, District Fleet, LLC

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the obligations contemplated in the solicitation proposal.

Yes  No

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "I have reviewed this addendum" below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
<b>Addendum_8_Electric_Vehicle_Supply_Eqpt_RFP 021825</b> Mon February 10 2025 04:10 PM	<input checked="" type="checkbox"/>	2
<b>Addendum_7_Electric_Vehicle_Supply_Eqpt_RFP 021825</b> Fri February 7 2025 03:13 PM	<input checked="" type="checkbox"/>	2
<b>Addendum_6_Electric_Vehicle_Supply_Eqpt_RFP 021825</b> Thu February 6 2025 08:02 AM	<input checked="" type="checkbox"/>	1
<b>Addendum_5_Electric_Vehicle_Supply_Eqpt_RFP 021825</b> Fri January 31 2025 02:11 PM	<input checked="" type="checkbox"/>	1
<b>Addendum_4_Electric_Vehicle_Supply_Eqpt_RFP 021825</b> Mon January 27 2025 04:16 PM	<input checked="" type="checkbox"/>	1
<b>Addendum_3_Electric_Vehicle_Supply_Eqpt_RFP 021825</b> Thu January 23 2025 03:27 PM	<input checked="" type="checkbox"/>	2
<b>Addendum_2_Electric_Vehicle_Supply_Eqpt_RFP 021825</b> Wed January 22 2025 03:23 PM	<input checked="" type="checkbox"/>	1
<b>Addendum_1_Electric_Vehicle_Supply_Eqpt_RFP 021825</b> Mon January 6 2025 03:00 PM	<input checked="" type="checkbox"/>	1