




**PLANNING & DEVELOPMENT MEMORANDUM
#41-2024**

DATE: Nov. 18, 2024

TO: Honorable Mayor Meredith Leighty and City Council Members

THROUGH: Heather Geyer, City Manager 
Jason Loveland, Deputy City Manager 

FROM: Brook Svoboda, Director of Planning & Development 
Mara Owen, Sustainability Coordinator

SUBJECT: CR-170 – Capital Equipment Purchases – EV Chargers

PURPOSE

To consider CR-170, a resolution authorizing the City Manager to issue a purchase order for 13 electric vehicle (EV) charging stations to be placed at City facilities.

BACKGROUND

The City has secured three separate reimbursable grants (Fleet ZERO - \$50,000, Charge Ahead Colorado - \$45,000, and a portion of the Energy Efficiency Conservation Block Grant - \$29,680) for a total of \$124,680 to assist the City in purchasing and installing 13 stations (25 ports) for EV charging at three City facilities:

Location	Description	Stations	Ports
City Hall (Public)	Public charging	5	9
City Hall (Fleet)	Fleet charging	4	8
Justice Center	Fleet charging	2	4
Maintenance & Operations Facility	Fleet charging	2	4
TOTALS		13	25

The City used the State of Colorado Price Agreement (the State bid), an approved cooperative bid, to leverage competitive pricing.

Fund	Item	Vendor	Budgeted Amount	State Bid Amount
General	5 City Hall Public Charging Stations	National Car Charging LLC	\$48,324	\$48,324
General	4 City Hall Fleet Charging Stations	National Car Charging LLC	\$41,004	\$41,004
General	2 Justice Center Fleet Charging Stations	National Car Charging LLC	\$28,486	\$28,486
General	2 M&O Fleet Charging Stations	National Car Charging LLC	\$28,486	\$28,486
TOTAL			\$146,300	\$146,300

The City issued a related Invitation for Bid (IFB 2024-022) on Sept. 20 to procure installation services. The final accepted installation bid is for a total of \$34,610. This brings the initial expenditure for both charging stations and installation to \$180,910.

The total final expenditure for capital equipment and installation, after \$124,680 in grant reimbursements, is anticipated to be \$56,230, which is currently allocated in the 2024 Budget in the General Fund.

BUDGET/TIME IMPLICATIONS

The initial appropriation for this equipment is \$146,300, with grant reimbursements expected in 2024. Delivery of the equipment is expected within two weeks of a fully executed purchase order.

STAFF RECOMMENDATION

Attached to this memorandum is CR-170, a resolution that, if approved, would authorize the City Manager to issue a purchase order to National Car Charging LLC for \$146,300 to purchase 13 electric vehicle charging stations. Staff recommends approval of CR-170.

STAFF REFERENCE

If Council Members have any questions, please contact Brook Svoboda, Director of Planning & Development, at bsvoboda@northglenn.org or 303.450.8937.

ATTACHMENT

1. National Car Charging LLC Quotes

National Car Charging LLC
 209 Kalamath St., Ste. 4
 Denver, CO 80223
 (866) 996-6387
 info@nationalcarcharging.com
 www.nationalcarcharging.com



ADDRESS	SHIP TO	ESTIMATE # 8165
City of Northglenn	City of Northglenn	DATE 09/19/2024
11701 Community Center	11701 COMMUNITY	EXPIRATION DATE 01/31/2025
Drive	CENTER DR	
Northglenn, CO 80233 US	NORTHGLENN, CO	
	80233-1001 US	

SHIP VIA	TRACKING NO.	P.O. NUMBER	SALES REP
Bestway	TBD	City Hall - Public	RJH

ITEM	QTY	RATE	AMOUNT
CT4021-GW1 Dual Output Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management and Power Share State of Colorado Price Agreement #142318 Option Letter #187976	4	5,294.00	21,176.00
CT4011-GW1 Single Output Gateway North America, Bollard Unit - 208/240V @30A with Cord Management State of Colorado Price Agreement #142318 Option Letter #187976	1	3,679.00	3,679.00
CT4001-CCM CT4000 Bollard Concrete Mounting Kit. Bolts: 5/8 - 11 x 9? F1554 Grade 55 hot-dipped galvanized threaded bolts - 3 ea. Nuts: 5/8 - Heavy Galvanized Hex Nuts (DH Rated) - 12 ea. Washers: Galvanized Washers (ASTM F436) - 9 ea. Plastic Template - 1 ea State of Colorado Price Agreement #142318 Option Letter #187976	5	73.00	365.00
CPCLD-COMMERCIAL-5 5yr Prepaid Commercial Cloud Plan. Prepaid Commercial Cloud Plan subscription/port with station management features such as: Custom Video uploads and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as energy and power management features which include Power Sharing. Real-time dashboards and reports provided for applicable features. Station Activation purchase required.	9	1,316.00	11,844.00

ITEM	QTY	RATE	AMOUNT
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State of Colorado Price Agreement #142318 Option Letter #187976

CPSUPPORT-ACTIVE 5 332.00 1,660.00
 Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.

State of Colorado Price Agreement #142318 Option Letter #187976

CT4000-ASSURE3 5 1,620.00 8,100.00
 3 prepaid years of ChargePoint Assure for CT4000 station. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting.

State of Colorado Price Agreement #142318 Option Letter #187976

ChargePoint Self Install 5 0.00 0.00
 All ChargePoint installations MUST be installed by installers who have successfully completed the mandatory ChargePoint certification course or warranty may be voided and installation will not be complete. \$500/unit fee to complete installations not successfully completed.

Terms and Conditions:
 All estimates, quotes, and orders from National Car Charging LLC and Aloha Charge are subject to the Terms and Conditions found at <https://www.nationalcarcharging.com/terms-and-conditions>

SUBTOTAL 46,824.00
 SHIPPING 1,500.00
TOTAL \$48,324.00

Accepted By

Accepted Date

National Car Charging LLC
 209 Kalamath St., Ste. 4
 Denver, CO 80223
 (866) 996-6387
 info@nationalcarcharging.com
 www.nationalcarcharging.com



ADDRESS	SHIP TO	ESTIMATE # 8109
City of Northglenn	City of Northglenn	DATE 09/19/2024
11701 Community Center	11701 COMMUNITY	EXPIRATION DATE 01/31/2025
Drive	CENTER DR	
Northglenn, CO 80233 US	NORTHGLENN, CO	
	80233-1001 US	

SHIP VIA	TRACKING NO.	P.O. NUMBER City	SALES REP
Bestway	TBD	Hall- FLEET	RJH

ITEM	QTY	RATE	AMOUNT
CT4021-GW1 Dual Output Gateway Option USA, Bollard Unit - 208/240V @30A with Cord Management and Power Share	4	5,294.00	21,176.00
State of Colorado Price Agreement #142318 Option Letter #187976			
CT4001-CCM CT4000 Bollard Concrete Mounting Kit. Bolts: 5/8 - 11 x 9? F1554 Grade 55 hot-dipped galvanized threaded bolts - 3 ea. Nuts: 5/8 - Heavy Galvanized Hex Nuts (DH Rated) - 12 ea. Washers: Galvanized Washers (ASTM F436) - 9 ea. Plastic Template - 1 ea	4	73.00	292.00
State of Colorado Price Agreement #142318 Option Letter #187976			
CPCLD-COMMERCIAL-5 5yr Prepaid Commercial Cloud Plan. Prepaid Commercial Cloud Plan subscription/port with station management features such as: Custom Video uploads and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as energy and power management features which include Power Sharing. Real-time dashboards and reports provided for applicable features. Station Activation purchase required.	8	1,316.00	10,528.00
State of Colorado Price Agreement #142318 Option Letter #187976			
CPSUPPORT-ACTIVE Initial Station Activation & Configuration Service includes activation of cloud services and configuration	4	332.00	1,328.00

ITEM	QTY	RATE	AMOUNT
of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.			
State of Colorado Price Agreement #142318 Option Letter #187976			
CT4000-ASSURE3 3 prepaid years of ChargePoint Assure for CT4000 station. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting.	4	1,620.00	6,480.00
State of Colorado Price Agreement #142318 Option Letter #187976			
ChargePoint Self Install All ChargePoint installations MUST be installed by installers who have successfully completed the mandatory ChargePoint certification course or warranty may be voided and installation will not be complete. \$500/unit fee to complete installations not successfully completed.	4	0.00	0.00

Terms and Conditions: All estimates, quotes, and orders from National Car Charging LLC and Aloha Charge are subject to the Terms and Conditions found at https://www.nationalcarcharging.com/terms-and-conditions	SUBTOTAL	39,804.00
	SHIPPING	1,200.00
	TOTAL	\$41,004.00

Accepted By

Accepted Date

National Car Charging LLC
 209 Kalamath St., Ste. 4
 Denver, CO 80223
 (866) 996-6387
 info@nationalcarcharging.com
 www.nationalcarcharging.com



ADDRESS	SHIP TO	ESTIMATE # 8111
City of Northglenn	City of Northglenn	DATE 09/19/2024
11701 Community Center	11701 COMMUNITY	EXPIRATION DATE 08/31/2025
Drive	CENTER DR	
Northglenn, CO 80233 US	NORTHGLENN, CO	
	80233-1001 US	

SHIP VIA	TRACKING NO.	P.O. NUMBER	SALES REP
Bestway	TBD	Justice Center	RJH

ITEM	QTY	RATE	AMOUNT
CP6021B-80A-L5.5 CP6021, NA, AC Station, 2 x Type 1 Cable, Screen, 80A, 1-Phase, 18' Cable, 6' Cable Management Kit, Pedestal Mount, Contactless Credit Card and RFID Reader, Cellular/Wi-Fi, UL, Power Share Jumper State of Colorado Price Agreement #176794 Option Letter #193774	2	9,213.00	18,426.00
CP6000-CMT-NA CP6000 Concrete Mounting Template, NA State of Colorado Price Agreement #176794 Option Letter #193774	2	104.00	208.00
CPCLD-COMMERCIAL-5 5yr Prepaid Commercial Cloud Plan. Prepaid Commercial Cloud Plan subscription/port with station management features such as: Custom Video uploads and Automatic Software Updates, driver and fleet management features including: Access Control and Pricing & Automatic Payment Collection, as well as energy and power management features which include Power Sharing. Real-time dashboards and reports provided for applicable features. Station Activation purchase required. State of Colorado Price Agreement #176794 Option Letter #193774	4	1,477.00	5,908.00
CPSUPPORT-ACTIVE Initial Station Activation & Configuration Service includes activation of cloud services and configuration of radio groups, custom groups, connections, access control, visibility control, pricing, reports and alerts. One time initial service per station.	2	332.00	664.00

ITEM-	QTY	RATE	AMOUNT
State of Colorado Price Agreement #176794 Option Letter #193774 CP6000-ASSURE-3 3 prepaid years of ChargePoint Assure for CP6000 stations. Includes Parts and Labor Warranty, Remote Technical Support, On-Site Repairs when needed, Unlimited Configuration Changes, and Reporting.	2	1,140.00	2,280.00
State of Colorado Price Agreement #176794 Option Letter #193774 ChargePoint Self Install All ChargePoint installations MUST be installed by installers who have successfully completed the mandatory ChargePoint certification course or warranty may be voided and installation will not be complete. \$500/unit fee to complete installations not successfully completed.	2	0.00	0.00

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SUBTOTAL	27,486.00
SHIPPING	1,000.00
TOTAL	\$28,486.00

Accepted By

Accepted Date

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 info@nationalcarcharging.com
 www.nationalcarcharging.com



ADDRESS	SHIP TO	ESTIMATE # 8110
City of Northglenn	City of Northglenn	DATE 09/19/2024
11701 Community Center	11701 COMMUNITY	EXPIRATION DATE 08/31/2025
Drive	CENTER DR	
Northglenn, CO 80233 US	NORTHGLENN, CO	
	80233-1001 US	

SHIP VIA	TRACKING NO.	P.O. NUMBER	SALES REP
Bestway	TBD	M&O	RJH

ITEM	QTY	RATE	AMOUNT
CP6021B-80A-L5.5 CP6021, NA, AC Station, 2 x Type 1 Cable, Screen, 80A, 1-Phase, 18' Cable, 6' Cable Management Kit, Pedestal Mount, Contactless Credit Card and RFID Reader, Cellular/Wi-Fi, UL, Power Share Jumper State of Colorado Price Agreement #176794 Option Letter #193774	2	9,213.00	18,426.00
CP6000-CMT-NA CP6000 Concrete Mounting Template, NA State of Colorado Price Agreement #176794 Option Letter #193774	2	104.00	208.00
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SUBTOTAL	27,486.00
SHIPPING	1,000.00
TOTAL	\$28,486.00

Accepted By

Accepted Date

SPONSORED BY: MAYOR LEIGHTY

COUNCIL MEMBER'S RESOLUTION

RESOLUTION NO.

No. CR-170
Series of 2024

Series of 2024

A RESOLUTION AUTHORIZING THE CITY MANAGER TO ISSUE A PURCHASE ORDER FOR A TOTAL AMOUNT NOT TO EXCEED \$146,300.00 FOR ELECTRIC VEHICLE CHARGING STATIONS

BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF NORTHGLENN, COLORADO, THAT:

Section 1. The City Manager is hereby authorized to issue a Purchase Order to National Car Charging, LLC in an amount not to exceed \$146,300.00 for the purchase of thirteen (13) electric vehicle charging stations.

DATED at Northglenn, Colorado, this _____ day of _____, 2024.

MEREDITH LEIGHTY
Mayor

ATTEST:

JOHANNA SMALL, MMC
City Clerk

APPROVED AS TO FORM:

COREY Y. HOFFMANN
City Attorney