

[MUNICIPAL OR SCHOOL DISTRICT SEAL GOES HERE]

[NAME OF MUNICIPALITY OR SCHOOL DISTRICT]

REQUEST FOR PROPOSAL

[TURNKEY ELECTRIC SCHOOL BUS AND CHARGING PROGRAM]

PROPOSAL OPENING DATE:

[Day of the Week, Month DD, YYYY@12:00 A.M.]

at the Office of [insert office here]

[Street Address]

[Municipality, MA ZIP Code]

DATE

[Name of Official of Requesting Entity]

REQUEST FOR PROPOSALS (RFP) – TURNKEY ELECTRIC SCHOOL BUS AND CHARGING PROGRAM

Proposal Items: [Contract term, quantity and type of electric school buses, related infrastructure, and description of related charging services being procured]

Proposal Due Date: [Due Date]

Deliver To: [Name]
[Title]
[Address Line 1]
[Address Line 2]

The [Name of Municipality or School District] invites the submission of sealed proposals for the turnkey provision of [quantity//type] electric school buses and charging infrastructure over a term of up to [_____] () years, together with the provision of charging electricity and charge management services over such term.. To obtain copies of the Proposal Documents, [Instructions on how to obtain copies of the proposal documents].

All sealed proposals must be delivered to the above address, no later than the time of the official PROPOSAL DUE DATE as stated above, at which time and place the proposals will be publicly opened and read. The proposer assumes the risk of any delay in the mail; proposals received after the time stated for the official PROPOSAL DUE DATE will be returned unopened.

The [Name of Municipality or School District] reserves the right to reject any or all proposals, or to waive any minor informalities or defects in any proposal should it be deemed in the best interest of the [Name of Municipality or School District]. Any proposal submitted shall be binding for ninety days (90) beyond the date of the proposal opening.

Introduction

[Include any introductory material you feel is relevant for your municipality in this section. Potential topics could include: commitment to electrification or climate action, size of current fleet, makeup of current fleet, depot location of current fleet, ownership structure of vehicles, ownership structure of depot, and information about electrical infrastructure at the fleet depot.]

Scope of Services for Procurement

The [Name of Municipality or School District] is seeking proposals for the turnkey provision of electric school buses and related charging infrastructure over a term of up to [_____] (_____) years, combined with the provision of charging electricity and charge management services over that term, all as described in this RFP, including all fueling, all maintenance services, charging infrastructure, and managed charging. The provider will be required to select, implement, and operate charging stations; pay all project related upfront costs including but not limited to the vehicles and electric vehicle supply equipment (EVSE), all infrastructure required for the EVSE, and all other project costs; and deliver a robust vehicle charging and maintenance strategy that ensures vehicle uptime and guaranteed operating cost. The [Name of Municipality or School District] will continue to manage all aspects of dispatching, driving, and administration in-house.

- a) **Equipment.** The equipment shall include [number and type of electric school buses] , associated electric vehicle equipment and materials (e.g. – first aid kits), electric vehicle charging stations, related charging infrastructure, and related electric and communications equipment installed by Provider to support the operation of the electric buses. The all-electric range of the bus(es) should be at least 100 miles. All electric school buses must be constructed to meet or exceed all Federal Motor Vehicle Safety Standards (FMVSS), applicable Commonwealth of Massachusetts Regulations relating to school buses, and the additional requirements set forth in **Appendix A.** . [Name of Municipality or School District] specifications are attached at Appendix A. All specifications herein are associated with a typical [TYPE C, TYPE D, TYPE A] [DIESEL/ GASOLINE/ PROPANE/ CNG] school bus. Proposed Providers are allowed to make alterations/ modifications to these specifications to accommodate electrification, but final specifications will be reviewed and approved [Name of Municipality or School District].
- b) **Ownership.** Provider shall own all vehicles, charging stations, and related infrastructure, and will provide to [Name of Municipality or School District] access to, and use of, the electric vehicles and charging stations for use in pupil transportation activities.
- c) **Agreement Length.** The municipality is seeking a turnkey school bus electrification program (as described in this RFP) under an agreement having a term of up to [_____()].

Once approved, the agreement implementing the turnkey electrification solution between the [Name of Municipality or School District] and Provider is expected to provide [NUMBER OF VEHICLES] electric school buses, electric vehicle charging stations, fully commissioned charging infrastructure, and related equipment for the benefit of [Name of Municipality or School District] according to the deployment schedule included below. The [Name of Municipality or School District] desires that the agreement will be a long-term arrangement having a term of up to [_____()]. Each Provider should propose contract structures that allow for the use of the buses, infrastructure, equipment, and related services by the [Name of Municipality or School District] for up to [TERM LENGTH] years. Providers are encouraged to present one or more contracting structures that they believe are consistent with [Name of Municipality or School District]'s desire to systematically electrify its school bus fleet in manner that can achieve parity with [Name of Municipality or School District]'s existing internal combustion buses with minimal disruption of [Name of Municipality or School District]'s day-to-day operations.

- d) **Charging.** The [Name of Municipality or School District] requires that the Provider will enable the [NUMBER OF VEHICLES] electric buses to be charged sufficiently for each designated route. Provider shall design, engineer, install, commission, monitor, operate and maintain the charging infrastructure and related equipment, in each case ethically and skillfully, in accordance with prudent industry practices in the state in which the Premises are located, and in compliance with all applicable rules, regulation and local building codes. Provider shall interconnect the charging infrastructure of Provider directly to the utility electricity system adjacent to the [Name of Municipality or School District] school bus depot or lot. For the avoidance of doubt, Provider shall manage all aspects of installation, interconnection, and commissioning of all charging stations, related charging infrastructure, and related equipment at the designated bus depots, schools, or other parking/charging locations.

Provider shall secure from the electric utility company all necessary utility services to support the installation and operation of the charging infrastructure and equipment. Provider shall manage the charging of each electric school bus on a daily basis, ensuring the charge is sufficient for the vehicle's designated route(s). [Name of Municipality or School District] will give Provider reasonable access to each depot, school, or other parking/charging location for planning, construction, and operations. Electricity for charging shall be included in the total cost of the proposal. [Name of Municipality or School District]'s direct electricity usage will not be affected by the charging of the electric school buses provided by Provider.

- e) **Maintenance.** The Provider will be responsible for the cost of inspections and routine maintenance of the electric buses, as well as the cost of significant maintenance associated with the electric buses. Subject to the Provider's cost responsibility, [Name of Municipality or School District] will be responsible for inspections and for routine maintenance and significant maintenance required to maintain the electric school buses, including provision of qualified maintenance staff or outside service providers who perform necessary vehicle maintenance. For the avoidance of doubt, the cost of spare parts and labor for electric school bus maintenance shall be borne by the Provider, and included in the proposed scope of turn-key services. Provider shall also deliver a manufacturer's warranty covering all major vehicle components for the full contract term, or the equivalent mileage.
- f) **Training.** Provider shall be responsible for facilitating training of essential [Name of Municipality or School District] operations, fleet maintenance, and leadership staff on various aspects and use of the electric buses, charging infrastructure, and related equipment. The scope of this training will be defined in the applicable contract between the [Name of Municipality or School District] and Provider.
- .
- g) **Data/ Electrification Operations Management.** The [Name of Municipality or School District] requires the Provider to include a robust fleet charge management system and telematics software dashboard, preferably cloud-based, that can be viewed by [Name of Municipality or School District]. [Name of Municipality or School District] shall have access to data associated with the project.
- h) **Pricing.** The [Name of Municipality or School District] requires the Provider to bundle the price payable by the [Name of Municipality or School District] to cover both the [Name of Municipality or School District]'s access to and use of the electric buses, charging infrastructure, and related equipment, the electricity to charge the electric buses, and the provision of related services as described in this Solicitation. The Provider's pricing proposal shall be a firm-fixed annual price contract for the bundle of deliverables provided by a single Provider as outlined in this Solicitation as follows: leasing to [Name of Municipality or School District] electric buses and related infrastructure and equipment; reimbursing [Name of Municipality or School District] for bus maintenance costs; and providing [Name of Municipality or School District] fleet charging services.
- i) **Price Mitigation.** Providers are expected to utilize all available resources to reduce the cost to the [City/Town/School District] and will be responsible for administration of relevant programs. This could include, vehicle-to-grid programs (i.e. Connected Solutions and Clean Peak Standard) and federal, state, and utility incentive programs.

- j) Existing bus depot and fleet information.** The Provider shall base any proposal on the following information describing the existing bus depot and fleet at the **[Name of Municipality or School District]**:
- a. Bus Depot Information
 - i. [List of name(s) and address(es) of bus depot(s)]
 - b. Existing Fleet Information
 - i. Number of buses
 - ii. Route
 - 1. Length
 - 2. Frequency
 - 3. Schedule
 - iii. Annual mileage
 - iv. Operating Hours (The times when the vehicles must be available only to the **[Name of Municipality or School District]**)
 - v. Seasonal variations in school bus usage (For example, summer vs. school year usage)
 - vi. Insurance
- k) Planned Deployment Schedule.** The Provider shall base any proposal on the following deployment schedule. [SAMPLE PROVIDED BELOW].

	2022	2023	2024	2025
Type [XX]	3	2	2	3
Type [YY]	0	2	2	2
Total	3	4	4	5

[ALTERNATIVE LANGUAGE IF UNKNOWN DEPLOYMENT SCHEDULE AND SOLICITING ENTITY WISHES PROVIDER TO PROPOSE DEPLOYMENT SCHEDULE]

At this time, [SOLICITING ENTITY] has not made a final determination on the pace and scale of fleet electrification. [SOLICITING ENTITY] is requesting that the Provider propose a vehicle and charger deployment schedule that maximizes affordability and makes electric school buses as close as possible to cost parity with our existing fleet. At a minimum, [SOLICITING ENTITY] must replace [NUMBER OF VEHICLES] over [NUMBER OF YEARS], and no more than [NUMBER OF VEHICLES] over [NUMBER OF YEARS]. Below is [SOLICITING ENTITY]'s average annual vehicle replacement rate and desired full fleet electrification timeline:

- a) Current replacement rate*
- b) Electrification goal (eg. Full fleet electrification by XX date)*

RFP Timeline

Date Issued	[Date and time]
Site Visit (Optional)	[Date and time]
Bidder's Conference (Optional)	[Date and time]
Question Deadline	[Date and time]
Answers Posted	[Date and time]
Responses Due	[Date and time]

INSTRUCTIONS TO PROPOSERS

Receipt and Opening of Proposals

Receipt and opening of proposals will be as stated in the Request for Proposals which is enclosed herein and is an integral part of these instructions. No proposals received after the time established for the closing of proposals will be considered regardless of the cause of the delay in the receipt of any such proposal(s).

Preparation and Submission of Proposals

The proposals must be filled out on the forms prescribed and enclosed in a sealed envelope that shall be marked on the outside with the words, **[Turnkey Electric School Bus and Charging Program]** and the **Name and Address** of the Proposer.

All proposals MUST contain the following documents, properly signed and executed in order for a proposer to be considered responsive.

1. Vendor's Letter of Transmittal- stating the following:
 - a. That the proposal will remain in effect for **[a period of ninety (90) calendar days after the deadline for submission of proposals and thereafter until a contract is entered into, or the procurement is terminated; whichever occurs first. Proposals offering an effective period of less than ninety (90) calendar days may be considered non-responsive.]**
 - b. That the vendor will deliver the Vehicles to, and will install the related charging stations and infrastructure at: **[Relevant Address]**, at the proposal price on the Pricing Sheet within the time specified.
 - c. Include the Name, Title, Address, Email Address and Telephone Number of one or more individuals who can respond to requests for additional information.
 - d. Include the Name, Title, Address, Email Address and Telephone Number of one or more individuals who are authorized to negotiate and sign a contract. Proposals by corporations must be signed in the corporate name by the corporate officer with authority to sign. Name and title, along with the corporate address, shall be printed below the signature, proposals by a partnership must be signed in the partnership name by a partner with authority to sign, name, title and official address of the partnership.
2. Proposal Deposit

Each proposal must be accompanied by a certified, treasurer's or cashiers check issued by a responsible bank or trust company in the amount of **[\$1,000]**, payable to the **[Name of Municipality or School District]**. This check will serve as a proposal security until a contract is entered into. Any proposer who fails to execute a contract after being awarded same will forfeit the proposal deposit as liquidated damages to the **[Name of Municipality or School District]**. Upon award of contract, proposal deposits will be returned to the unsuccessful proposers.

3. Proposal Summary

The proposal summary should provide an overview of the vehicles, equipment, and services to be provided.

4. Implementation Plan

The Implementation Plan should include an outline of key milestones, a planned timeline, and how the vendor will deliver the requested vehicles, equipment, and services.

5. Equipment and Conditions Deviations

If the vehicles and equipment being provided differ from the vehicles and equipment that was requested, the proposal should include the make, model, or other deviations from requested specifications. Additionally, if the proposal offers different conditions than those specified in the RFP (e.g. a different agreement length or a different implementation timeline), these differences should be noted and an explanation given for why the changes are proposed.

6. Qualifications

The proposal should include specifics on the vendor's qualifications for providing the described equipment and services. This shall include a description of the vendor's experience implementing similar projects and/or other relevant experience. Vendors may also provide references, at their discretion.

7. Collusion and Tax Certification (Proposal Certification)

8. Certificate as to Corporate Proposer (if required)

9. Pricing Sheets

The proposal prices must be written or typed in ink in the spaces provided on the official Price Sheets. Proposal shall be construed to cover all costs incurred by the contractor to furnish the vehicles in accordance with the specifications, including travel and mileage, proper packing, and cost of delivery. Two (2) complete sets of pricing sheets shall be returned, properly signed. Pricing Sheet "A" assumes the soliciting entity does not purchase the school buses or charging equipment at the end of the agreement. Pricing Sheet "B" assumes the soliciting entity purchases the school buses and charging equipment for one dollar each at the end of the agreement.

Modification of Proposals

A proposer may correct, modify, or withdraw a proposal by written notice received by the Purchasing Agent prior to the time and date set for the proposal opening. Proposal modifications must be submitted in a sealed envelope clearly labeled "Modification No." to the address listed in part one of this section. Each modification must be numbered in sequence, and must reference the original RFP.

After the proposal opening, a proposer may not change any provision of the proposal in a manner prejudicial to the interests of the [City/Town/School District] or fair competition. Minor informalities will be waived or the proposer will be allowed to correct them. If a mistake and the intended proposal are clearly evident on the face of the proposal document, the mistake will be corrected to reflect the intended correct proposal, and the proposer will be notified in writing; the proposer may not withdraw the proposal. A proposer may withdraw a proposal if a mistake is clearly evident on the face of the proposal document, but the intended correct proposal is not similarly evident.

Questions About the Proposal

Questions concerning this request for proposals must be submitted in writing to the Purchasing Agent either at the address above, [instructions for submitting questions]. No oral interpretation shall be made. Questions may be delivered, mailed, faxed or e-mailed. Written responses will be mailed, faxed or e-mailed to all proposers on record as having picked up the RFP.

Withdrawal of Proposals.

Proposals may be withdrawn prior to the time established for the opening of proposals only on written request to the Purchasing Agent.

Proposal Documents

The documents comprising the proposal consist of: Request for Proposals, Instructions to Proposers, General Conditions, Special Requirements (if any), Collusion and Tax Certification (Proposal Certification), Certificate as to Corporate Proposer (if applicable), Pricing Sheet, Proposal Specifications and any Addenda that may have been issued. The same documents will be incorporated into the contract documents.

Evaluation Criteria

Proposals meeting all requisite criteria will be evaluated. Those who do not meet requisite criteria will not be evaluated further. The determination of those that are qualified, interested, and available, and [Name of Municipality or School District]'s choice of the best value will be based on the following criteria:

- completeness of response;
- related past experience and qualifications;
- vendor's understanding of and responsiveness to the scope of services as demonstrated by the Proposal Summary and Equipment and Conditions Deviations portions of the response;
- reasonableness and feasibility of the Contractor's proposed Implementation Plan; and
- price.

A selection committee will evaluate proposals based on these criteria.

GENERAL CONDITIONS

Qualifications

Proposals will be considered only from vendors who offer vehicles and equipment that is manufactured by companies that are known to be skilled and have been regularly engaged in the manufacture of equipment of the type, class and size specified herein for a period of not less than five (5) years. The vehicles and equipment provided must also meet all relevant federal and state regulations and standards.

The [City/Town/School District] shall have the right to take such steps as it deems necessary to determine the ability of the proposer to perform his obligations under the contract, and the proposer shall furnish the [City/Town/School District] all such information and data for this purpose as it may request, including references. Past performance, withdrawal of proposals due to reckless bidding, cancellation of orders due to poor or unsatisfactory delivery, and substitutions not approved by the Awarding Authority may be cause for non-acceptance of proposals.

Licensing

The proposer shall possess all required and necessary licenses as may be specified by federal, state and/or local authorities, related to the handling of the products and services referred to in this proposal.

Award of Contract

The [Name of Municipality or School District] will be the Awarding Authority. The [City/Town/School District] will award the contract to the responsive and responsible proposer offering the best value. The Awarding Authority may exercise any or all of the options listed below before awarding a contract.

1. A visit to the proposer's place of business.
2. Requests to provide additional information to clarify their proposal.

[Contract will be awarded within ninety (90) days of the proposal opening and any proposal submitted shall be binding for ninety (90) days.] All awards will be made in the best interest of the [Name of Municipality or School District]. The proposer(s) to whom the award is made must enter into a written contract with the [Name of Municipality or School District] and the requirements set forth in the proposal documents shall become part of the contract. Award is contingent upon appropriation. Additionally, the written contract shall include the [City's/Town's/School District's] standard terms and conditions, with the possibility of amendments agreed to by the [City/Town/School District].

Attached hereto as **Appendix C** are the [City's/Town's/School District's] standard terms and conditions. Note further that the [City/Town/School District] will not agree to a contract that disclaims warranties, waives the [City's/Town's/School District's] right to a jury trial or any rights under the Uniform Commercial Code, requires payment of Lessor's attorneys' fees or interest, limits the [City's/Town's/School District's] damages, requires indemnification by the [City/Town/School District] or releases, limits or waives the [City's/Town's/School District's] rights and remedies under the law, among other things.

Breach of Contract

In the case of failure on the part of the contractor to execute as per the agreement, the Awarding Authority reserves the right to terminate the contract, satisfying it went through another contractor, and the [Name of Municipality or School District] shall collect from the contractor any difference in the price as a result of such failure on the part of the contractor.

Payments

The [City/Town/School District] shall make the agreement payments annually upon accepted delivery of vehicles and completion of infrastructure installation. The [Name of Municipality or School District] is exempt from federal, state, and/or local sales and excise taxes.

Cancellation of Proposal

The [Name of Municipality or School District] reserves the right to reject any or all proposals, accept any proposal, or divide the award as deemed in the best interest of the [Name of Municipality or School District], or to waive any minor informality in proposals.

Proposal Responses

All proposals and related documents submitted in response to this RFP are subject to the Massachusetts Freedom of information Law, M.G. L. Ch. 4, s.7, subsection 261, regarding public access to such documents.

Statements or endorsements inconsistent with those statutes will be disregarded.

Catalog numbers and brand names, if used, are only to indicate the type and to set standards. Proposers are at liberty to offer proposals on substitute material, which must be of equal quality. Proposals must state, however, all cases where substitutes are offered and pertinent information must be supplied with the proposal.

Please provide material safety data sheets for all products for which there are material safety sheets.

Any questions regarding this proposal should be written and directed to: [Name, Title, and address of applicable municipal staff member].

CERTIFICATE OF NON-COLLUSION STATEMENT OF TAX COMPLIANCE

[[Municipality name], OFFICE OF THE PURCHASING AGENT
[ADDRESS]

CERTIFICATE OF NON-COLLUSION

The undersigned certifies under the penalties of perjury that this response has been made and submitted in good faith and without collusion or fraud with any other person. As used in this certification the word "person" shall mean any natural person, business, partnership, corporation, union, committee, club, or other organization, entity or group of individuals.

Signature of Individual Signing Response: _

Name of Business: _

Date: _

STATEMENT OF TAX COMPLIANCE

Pursuant to M.G.L. Chapter 62C, Section 49A, I certify under penalties of perjury that I, to my best knowledge and belief, have complied with all laws of the Commonwealth of Massachusetts relating to taxes.

Social Security or Federal Identification Number: _

Signature of individual signing response:

Date: _

CERTIFICATE OF VOTE OF CORPORATION (if applicable)

[[Municipality Name], OFFICE OF THE PURCHASING AGENT
[ADDRESS]

CERTIFICATE OF VOTE OF CORPORATION
(if applicable)

Date: _

I, _____, Clerk-Secretary of the corporation named in the foregoing

Proposal, certify that _____ who signed the said

Proposal on behalf of said corporation, was then the _____ of said
(Title)

corporation; that I know his signature and that his signature thereto is genuine and that said

Proposal was duly executed for and on _____, [2022].

(Clerk-Secretary)

Date of Incorporation: _

(Corporate Seal)

PROPOSERS MUST SUBMIT BOTH PRICE SHEET "A" AND PRICE SHEET "B"

PRICE SHEET "A"

NO BUYOUT AT END OF LEASE

Pricing Sheet - [Turnkey Electric School Bus and Charging Program]

To the [Name of Municipality or School District], herein called the Owner, acting through its Purchasing Agent, for the [[number] and Type of Electric Bus being provided], together with charging stations, and related infrastructure, combined with the provision of charging electricity and charge management services over the agreement term, as specified in this Request for Proposal (or approved equal).

Description:

[Description of procurement] (or approved equal) as specified in this request for proposals.

Make of School Bus _____ Model of School Bus _____

Model Year of School Bus: _

Total Price: \$ _____ / electric vehicle [type]/ year (based on the operating parameters for the vehicle specified in this Request for Proposal over a [] year term.

Write out Price: _____ for / electric vehicle [type]/ year (based on the operating parameters for the vehicle specified in this Request for Proposal over a [] year term.

In the event there is a discrepancy between the numeral price and the written price, the lower price shall prevail.

The [Name of Municipality or School District] shall compensate Provider for the provision of access to and use of vehicles and infrastructure and for the provision of charging electricity and charge management services in equal annual payments for each electric school bus included in the response. As to each electric school bus, the first payment shall be due upon delivery of the vehicle and acceptance of the vehicle by the [Name of School District] Transportation Department, at [address of applicable department].

State availability date. Vehicle will be available within _____ days after award of proposal date.

The above price to include delivery of each vehicle to [Name of School District] Transportation Department, [address of applicable department].

By signing below, the proposer attests that all equipment to be delivered meets all relevant federal and state regulations and standards.

Company

Address

Contact

Phone

Authorized Signature

Date

Email Address

PROPOSERS MUST SUBMIT BOTH PRICE SHEET "A" AND PRICE SHEET "B"

PRICE SHEET "B"

ONE DOLLAR PER VEHICLE AND CHARGING STATION BUYOUT AT END OF LEASE

Pricing Sheet - [(based on the operating parameters for the vehicle specified in this Request for Proposal over a [] year term)]

To the [Name of Municipality or School District], herein called the Owner, acting through its Purchasing Agent, for the [five/ten] year lease, delivery, and acceptance of [one/three/five/etc. (1/3/5/etc.)] [2022] model year or newer new unused [Type of Bus being procured] and provision of related charging electricity and services, as specified in this Request for Proposal (or approved equal)

Description:

[Description of procurement] (or approved equal) as specified in this request for proposals.

Make of School Bus _____

Model of School Bus _____

Model Year of School Bus: _____

Total [Five/Ten] Year Lease Price: \$ _____ / electric vehicle [type]/ year as specified in this Request for Proposal.

Write out Price: _____ / electric vehicle [type]/ year .

In the event there is a discrepancy between the numeral price and the written price, the lower price shall prevail.

The [Name of Municipality or School District] shall divide compensate Provider for the provision of access to and use of vehicles and infrastructure and for the provision of charging electricity and charge management services in equal annual payments equal annual payments for each electric school bus included in the response. As to each electric school bus, the first payment shall be due upon delivery of the vehicle and acceptance of the vehicle by the [Name of School District] Transportation Department, at [address of applicable department].

State availability date. Vehicle will be available within _____ days after award of proposal date.

The above price to include delivery of each vehicle to [Name of School District] Transportation Department, [address of applicable department].

By signing below, the proposer attests that all equipment to be delivered meets all relevant federal and state regulations and standards.

Company _____

Address _____

Contact _____

Phone _____

Authorized Signature _____

Date _____

Email Address

APPENDIX A – Bus Specifications

[This Appendix should include any desired bus specifications. It is recommended that this is kept as flexible as possible to achieve better pricing. Please see companion document for more guidance on providing bus specifications.]

APPENDIX B – Existing Bus Depot

[This appendix should include as much information as possible about the existing bus depot, or wherever the bus(es) will be garaged. This should include specifics on existing electrical infrastructure and diagrams marking the location of existing electrical infrastructure and where buses park.]