



Wes Moore, Governor · Aruna Miller, Lt. Governor · Atif Chaudhry, Secretary

**OFFICE OF STATE PROCUREMENT
PROCUREMENT OFFICER'S WRITTEN DETERMINATION**

TO: Mike Haifley, Acting Chief Procurement Officer; **DATE:** February 7, 2022
FROM: Matthew Smith, Procurement Officer
SUBJECT: Request to Review and Approve Intergovernmental Cooperative Purchasing Agreement (ICPA)
AGENCY: Statewide **ADPICS:** 001B3600190
ITEM: Electric Vehicle Supply Equipment & Related Services **COST:** IDIQ

In accordance with **COMAR 21.05.09.03B**: “A primary procurement unit may purchase its requirements from another government entity’s contract if that contract is an intergovernmental cooperative purchasing agreement and is available for use by the primary procurement unit,” your approval is requested to issue an indefinite delivery indefinite quantity contract based on Sourcewell contract 042221-CPI to ChargePoint, Inc. (ChargePoint) through their authorized reseller LilyPad EV, LLC (LilyPad,) for the supply of electric vehicle charging stations and equipment.

The proposed contract pricing meets the requirements of the ICPA under **COMAR 21.05.09.01B(2)(a)**. The process to directly solicit such a contract would take a significantly longer period of time than participating in the completed ICPA, particularly since a competitive bid process has already been completed by Sourcewell. Additionally, the amount of time in the award process is reduced and this method promotes administrative efficiencies and provides cost benefits to the State as it relates to **COMAR 21.01.01.03**. The State will enter into an IDIQ Requirements type contract, with all State and Local agencies placing orders against this awarded contract, thus, the value of the contract will be determined by the task orders.

The Sourcewell contract was awarded July 2, 2021 and was approved for the first four (4) year term until July 20, 2025, with the option of one (1) one year renewal option, at the discretion of Sourcewell. The State of Maryland renewals will be based on the master contract terms and conditions, market research that will be conducted at the time of renewal and at the discretion of the Sourcewell purchasing officer issuing the Request for Proposal (RFP) which resulted in the ICPA. Awarding this ICPA will provide a contract for all locations within the State of Maryland.

The solicitation was issued on March 4, 2021 and publicly opened on April 22, 2021. A contract was awarded to ChargePoint and LilyPad as the authorized supplier. ChargePoint was determined to be qualified based on their ability to supply electric vehicle charging stations and supplies statewide. This vendor fully met and complied with all specification and requirements of the solicitation, in accordance with the evaluation criteria of the RFP. It is in the best interest of DGS to participate in this ICPA by awarding the IDIQ contract to ChargePoint.

DGS and other agencies will be receiving fair and reasonable prices which were competitively bid. The proposed contract pricing meets the requirement of the ICPA under **COMAR 21.05.09.01B (2)(a)**. Market research was conducted and it has been determined that the pricing was within equitable price ranges.

Therefore, based on **COMAR 21.05.09.05**, your approval is requested to issue an IDIQ contract to ChargePoint, Inc. of Campbell, CA, based off Sourcewell contract 042221-CPI.

Matthew Smith

Mar 9, 2023

Procurement Officer, DGS OSP / Date

MAP

[Mike Haley \(Mar 9, 2023 13:11 EST\)](#)

Mar 9, 2023

Chief Procurement Officer / Date

Atty. General

Mar 16, 2023

Secretary, DGS / Date

POD - Electric Vehicle Charging Stations and Equipment 3.9.23

Final Audit Report

2023-03-16

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