



2025 Electric Vehicle Infrastructure Grant Program

APPLICATION DUE DATE:

December 20, 2024, at 11:59:59 P.M. Mountain Standard Time (MST)

Note to Applicants: This Grant Program will be available on the New Mexico Department of Transportation (NMDOT) website <https://www.dot.nm.gov/electrifying-new-mexico/?ev=nevi> or <https://www.dot.nm.gov/electrifying-new-mexico/> All amendments, applicant questions and answers from NMDOT will be posted on the NMDOT website.

Table of Contents

Application Due Date –	Page 1
Introduction –	Page 3
Eligibility –	Page 3
Funding –	Page 4
Reimbursement Process -	Page 5
DC Fast Charging Station Install Requirements / Work Plan –	Page 6
Reporting Requirements –	Page 10
EVSE Warranty & Certification Requirements–	Page 10
How to Apply –	Page 11
Proposal Application Review Process –	Page 12
Project Scoring Criteria –	Page 12
Program Contact Information –	Page 14

Introduction

The New Mexico Department of Transportation (NMDOT) will distribute funds that were appropriated to the NMDOT under the Laws of 2024, Chapter 66, Section 33, to plan, design, construct and equip electric vehicle (EV) infrastructure statewide under the 2025 Electric Vehicle Infrastructure Grant Program (Program). The Program will address equitability and cost effectiveness as to where the proposed EV infrastructure projects are to be located. The sites must be accessible to the public and state fleet vehicles for use 24-hours per day and seven days per week, have dusk to dawn lighting, and be within a short walking distance, not to exceed a quarter mile, to retail or service establishments such as restaurants, coffee shops, convenience stores or tourism destinations.

In their proposals, applicants must take into consideration equity, recreational access, cost effectiveness, operation, and maintenance of equipment, address geographic diversity of infrastructure in rural areas, and Justice40¹ issues. This Program will prioritize rural locations and low-and moderate-income areas of our state, and will help in alleviating economic and racial disparities.

I. ELIGIBILITY

Eligible Applicants

Eligible applicants in New Mexico that own or operate, or plan to own or operate, a site in an eligible location may submit applications for the Program. Eligible applicants include:

- A. Public school districts.
- B. County and municipal governments and authorities.
- C. State government agencies.
- D. Native American Nations, Tribes, and Pueblos
- E. Metropolitan or rural planning organizations, as defined by the U.S. Department of Transportation at 49 U.S.C. § 5303(b), located in New Mexico.
- F. Air quality or transportation organizations – local or regional air quality or transportation organizations that:
 - 1. own or operate a fleet located or operating predominately in New Mexico, or
 - 2. has partnered with or is acting as a project manager for another eligible applicant listed in this section.
- G. Federal government agencies – Federal agencies that have custody, control, or management of land within the territorial boundaries of New Mexico.
- H. Incorporated nonprofits – organizations as described in Section 501(c)(3) of the Federal Internal Revenue Code of 1954, as amended. Organizations must be incorporated under New Mexico law or registered with the Secretary of State to do business in New Mexico.
- I. Private businesses, to include corporations, partnerships, sole proprietorships, limited liability companies, business trusts or other legal business entities incorporated in New Mexico or registered with the Secretary of State to do business in New Mexico.

¹ [Justice40 A Whole-Of-Government Initiative](#); and [Climate and Economic Justice Screening Tool](#)

Ineligible Applicants

Ineligible applicants include:

- A. Applicants that are currently debarred by the State of New Mexico or Federal government.
- B. Businesses not incorporated in New Mexico or registered with the Secretary of State to do business in New Mexico.
- C. Individuals applying as individuals, not on behalf of an eligible applicant.

NMDOT may also deem an applicant ineligible because of environmental compliance issues, labor standards issues, tax status or other such issues.

Eligible Locations

Locations eligible for the Program include:

- A. Publicly accessible property located in New Mexico
- B. Locations accessible and available to electric utility provider for service
- C. Locations accessible and available to cellular utility provider for service

II. FUNDING

Funding Type

The Program is a reimbursement program, and applicants must provide their own funding to cover proposed project expenses. Applicants must demonstrate the capacity to cover the full cost of the proposed project prior to approval of the application. Grantees will be reimbursed up to the amount awarded after the grantee submits acceptable documentation to demonstrate and certify that eligible expenditures have been paid.

Eligible Expenditures

- Commercial grade DC fast charging Electric Service Vehicle Equipment (EVSE) minimum of 150 kilowatt (kW) delivery charge per port and located in a public place.
- Permit costs including planning, engineering, construction, and site design costs.
- Labor related to site design, engineering, installation, commissioning or activation, and maintenance of EVSE.
- Shipping of EVSE.
- Maintenance and warranty costs for the EVSE.
- Utility connection service costs to install EVSE including transformer upgrade, line extension cost, and electrical meters dedicated to the EVSE.
- Third-party inspector services for project design, testing, construction, and deployment.

Ineligible Expenditures

- Purchasing or renting real estate.
- Used, refurbished, or remanufactured EVSE.
- Capital costs such as construction of buildings, parking facilities, etc.
- Any expenses incurred before the grant agreement is fully executed including applicant's expense for preparing the proposal.
- Bad debts, late payments, finance charges or contingency funds, interest, and investment.

- Attorney fees.
- Administrative costs.
- Internet or cellular connection service costs.
- Lobbying, lobbyists, and political contributions.
- Mark-up on purchases or subcontracts.
- Taxes, except gross receipts tax on EVSE and eligible expenditures.
- Activities addressing permit fees.
- Activities addressing enforcement actions that involve a financial penalty.
- Paper studies or research projects (e.g., a study which assesses the cost and feasibility of EVSE installations along certain regions or corridors).
- Surveys to determine interest in the installation of EVSE along a corridor.
- Proposals for any type of vehicle demonstration or demonstrations of existing technologies for public outreach and education.
- General maintenance (i.e., maintenance other than of the EVSE) not covered under warranty or service agreement.
- EVSE installations at any location not accessible to the general public.

Eligible Project Criteria

NMDOT reserves the right to select or reject proposed projects, and to fund only a portion of a proposed project. Selected applicants will be notified of the actual amount awarded for their proposed project within 30 days of the close of the application period. Selected applicants granted funding have the option to accept or decline the grant.

Project Awards

Grantees shall have one (1) year from the effective date of a signed agreement with NMDOT to complete their project. If an application shows that the project cannot be completed in one year, it will not be selected for a grant. State contract terms and conditions are final and not subject to negotiation.

Reimbursement Process

Grant payments will be disbursed as reimbursements after the proposed project is certified, verified, and approved. Work will be verified and inspected by an assigned project lead from the NMDOT. Requests for reimbursement can occur after the proposed project is completed. Evidence of a minimum five-year warranty for the EVSE and a service contract to provide annual maintenance for five years will be required prior to payment disbursements.

Before reimbursement, grantees must submit the following required documentation:

- Provide a signed payment request, for the amount to be reimbursed referencing the Purchase Order Number.
- Payment request must have a detailed list of line items based on eligible expenditures.
- Proofs of payment of all eligible expenditures associated with the proposed project.
- Certification that the EVSE is fully operational.
- Proof of EVSE warranty and a maintenance plan.
- Photos of installed EVSE and site setup.
- All submitted regular bi-weekly reports from the third-party inspector.
- All requested corrective action to address any third-party inspector concerns.

The proposed project must be completed by end of the agreement date. All documentation required for reimbursement should be completed and submitted to the NMDOT as soon as possible, but no later than the date specified in the agreement with NMDOT.

III. REQUIREMENTS AND WORKPLAN

Infrastructure Requirements and Workplan

The application must include a workplan that addresses the following infrastructure requirements. Additional project information that surpasses these requirements is encouraged. The site map will include a demonstration of compliance with the requirements below. This grant cannot be used to fund the purchase, renting or leasing of real estate.

A. Site selection:

1. Proposed site location information:

- a. Site name(s) and address(es). Sites must be located within the State of New Mexico to be eligible.
- b. If applicable, host site agreements from the EVSE host sites must be included.
 - (i). Negotiation of host site agreements are the responsibility of the applicant.
 - (ii). Copies of host site agreements must accompany the application.
 - (iii). Host site agreements must include written assurance that installed EVSE will remain at the site and operational for a minimum of five (5) years.

2. Describe collaborations with local business, cities, counties, or other entities.

3. Utility coordination letter: A letter from the local utility provider verifying coordination between the grantee and local utility provider to determine site locations that factor in accessibility and proximity to electrical service and any necessary distribution system upgrades required. The utility coordination letter shall additionally include, at a minimum, the following information:

- a. Quote for all service connection costs to install EVSE at the site including installation of an electrical meter, line extension, and transformer upgrade.
- b. Any proposed or applicable utility rebates associated with utility service for the EVSE installation.
- c. Applicability of demand charges, and applicant must describe how their business model will offset and mitigate costs to maintain a fair market kWh consumer charging cost.
- d. Acknowledgment of capacity from the local utility provider.

4. Locations: Proposed sites must be accessible to the general public for use 24-hours per day and seven days per week, have dusk to dawn lighting, and be within a short walking distance, not to exceed a quarter mile, to retail or service establishments such as restaurants, coffee shops, convenience stores or tourism destinations.

5. Existing Infrastructure Preference: Preference will be given to applicants proposing site locations where all required infrastructure already exists. This includes:

- a. Three-phase power availability with no required facility upgrades, and
- b. 400kV transformer installed and operational.

Applicants must provide documentation that demonstrates the existence of these infrastructure elements at the proposed site, and preference will be reflected in the Project Scoring Criteria.

B. Site details:

1. Geographic Information System (GIS) coordinates of proposed sites.
2. Site details such as lighting, parking, and an on-site plan.

C. Turnkey 90-Day Deployment Timeline: Preference will be given to applicants who commit to completing the full procurement, installation, activation, commissioning, and operational readiness of EVSE stations within 90 days of executing a grant agreement. This will be reflected in the Project Scoring Criteria, with priority given to rapid, turnkey projects.

D. Sustainable business model: A detailed explanation of the business model towards ensuring sustainability, operation and maintenance of the EVSE must be provided in the proposal application. The business model must include the projected consumer fee for the EVSE for the first five (5) years of operation. Operation and maintenance fees are anticipated to be calculated into the projected consumer fee. If demand charges are applicable, the business model must describe how applicant will offset and mitigate those costs to maintain a fair market consumer fee per kWh.

E. EVSE requirements: Describe procurement, installation, activation, commissioning and testing of EVSE that meets the requirements below. Describe whether EVSE will be single or dual port installation (allowing one car to charge at a time or two cars simultaneously at a minimum charge of 150 kilowatt (kW) and supply power according to an EV's power delivery request up to 150 kW, simultaneously from each charging port at a charging station.) If EVSE will be a dual port installation, additional descriptions of pairing and load balancing are required.

F. Ongoing services:

1. Customer service: A toll-free phone number for customer support service must be clearly posted on or near the installed EVSE. When an EVSE user calls the phone number, they must obtain immediate access to assistance. Proposal applications must address customer support service that is accessible and responsive 24-hours, seven days a week in the workplan.
2. Networking: The installed EVSE must connect to a network by wired ethernet, Wi-Fi or cellular connection (cellular connections must be 4G or newer if used). Proposal applications must address networking and how the service will be maintained in the workplan.
3. Data capture: Installed EVSE should provide the following information for each charging transaction, at each charging location:
 - a. Charging data such as date and time of usage (start and stop time) and accurate utilization rates;
 - b. Total kWh and total kW draw;
 - c. Total dollar amount charged to the user;

d. EVSE status and health in real time;
e. Malfunction or operating error; and
G. Additional EVSE requirements: List as tasks the planned procurement, installation, activation or commissioning and testing of EVSE that includes the following below requirements.

1. Parking spaces: Parking spaces must be appropriately marked as “Electric Vehicle Charging Only” spaces.
2. Bollards: Placement of bollards to protect the installed EVSE (if stand-alone EVSE). Any stand-alone EVSE bollards should be 3 to 4-foot high with concrete footings placed to protect the EVSE from accidental impact.
3. Permits:
 - a. Local electrical permits must be secured, and regulations followed for the EVSE installations at the site.
 - b. Any other permits required by federal, state, local or tribal governments must be secured.
 - c. Environmental impact studies as required by federal, state, local or tribal ordinances or regulations must be completed.
4. American with Disabilities Act (ADA) compliance: EVSE installation workplans must include every effort to be ADA compliant and follow all applicable laws, ordinances, regulations and standards².
5. Future proofing: Conduit and an electrical service box of adequate size and disconnect capacity that will allow additional electrical cable to be run to the site for potential future installation of EVSE must be included as part of the workplan.
6. Signage: Complies with all applicable federal, state, local or tribal laws, ordinances, regulations and standards.
 - a. The grantee is responsible for coordinating with the appropriate local agencies and NMDOT for directional signage on and along roads and highways near the installed EVSE. The signage must be consistent with the Manual on Uniform Traffic Control Devices for Streets and Highways (‘MUTCD’), published by the United States Department of Transportation, and any supplement to the MUTCD adopted by the NMDOT. Workplan budgets must include the cost of directional signs.
 - b. On-site signage: Identifies to the approaching driver from every ingress, that the site has EVSE; and the location(s) of the EVSE. Workplan budgets must include the cost of on-site signage.
 - (i). “Electric Vehicle Charging Only” signs are required on each side of the installed EVSE along with “Electric Vehicle Charging Only” stenciled graphics on each striped parking pad.
 - (ii). On-site signs must include the following language, “This project was made possible in partnership with the State of New Mexico”. On-site signs must be metallic, have the following minimum dimensions (12 inches x 18 inches), with the required text a minimum of 1.28 inches in height, and mounted on a post at the installed EVSE parking space(s).
 - (iii). ADA accessibility signage.

² [WPCC ADA Requirements for Workplace Charging Installation](#)

7. Maintenance: The EVSE is required to have a minimum five-year warranty. Proof of the EVSE warranty must be submitted to NMDOT. Annual maintenance of the EVSE as per the original manufacturer recommendations is required. All installed EVSE must continually be in full-working order to the extent possible. Should repairs be necessary, the service must be contacted within 24-hours and the EVSE up and fully operational within 48 to 72 hours to ensure a 97% annual uptime guarantee.
8. Payment options: The installed EVSE shall have the option to require payment or not require payment from users. Payment options are at the discretion of the grantee who will operate and maintain the installed EVSE. Should payment be required to access and use the EVSE, it must be Payment Card Industry compliant to allow use of a credit or debit card. Real-time pricing and fee information shall be displayed on the unit, payment screen or associated phone application.
9. EVSE Enclosure: The enclosure must be constructed for use outdoors in accordance with UL 50E (Enclosures for Electrical Equipment, Environmental Considerations) Type 3R exterior enclosure or equivalent.
10. Environmental: The EVSE must be capable of operating without any decrease in performance over an ambient temperature range of 0 to 122 degrees Fahrenheit with a relative humidity of up to 100%.
11. Cord management system: The EVSE must incorporate a cord management system or method to eliminate potential for cable entanglement, user injury or connector damage from lying on the ground.
12. EVSE connector: Each site may offer the North American Charging Standard (NACS) connector in addition to the Program required Society of Automotive Engineers Combined Charging System (SAE CCS) charging protocol connectors. The EVSE must have the ability to reduce power output to be compatible for use by all EVs.
13. EVITP certification: All electricians who perform any maintenance, installation or upgrades to EVSE must have Electric Vehicle Infrastructure Training Program (EVITP) certification.

EVSE Administration and Inspection of Work

All grantees are responsible for all aspects of administration, testing, and inspection to ensure the materials and work meet applicable specifications. This shall include, without limitation, providing on-site inspection of any work activities by third parties and the prompt processing of required paperwork associated with any contract to perform the work.

In addition to grantee's internal oversight, a third-party independent inspector approved by the NMDOT, shall be engaged to oversee the project's design, testing, construction, and deployment. The third-party inspector will ensure that all work meets the expectations, specifications, and timeline set by the NMDOT.

The third-party inspector shall provide bi-weekly reports to NMDOT detailing the progress of the project, adherence to timelines, quality of work, and compliance with all federal and state requirements. These reports shall highlight any deficiencies or potential delays and provide recommendations to resolve such issues. Failure to address the inspector's concerns promptly

may result in NMDOT withholding reimbursement until corrective actions are undertaken and documented.

EVSE Warranty and Certification Requirements

All EVSE must come with a minimum of a five year warranty and meet the following minimum requirements for safety testing by a Nationally Recognized Testing Laboratory (NRTL) recognized by the Occupational Safety and Health Administration (OSHA). The Equipment must meet the National Electrical Code (NEC) Section 625.5 and be Federal Communications Commission (FCC) compliant. Proof of the EVSE warranty and a maintenance plan must be submitted to NMDOT prior to project completion as a condition of grant reimbursement approval.

EVSE shall be certified to one of the following options:

- A. Underwriters Laboratories (UL) 2594 (Standard for Electric Vehicle Supply Equipment). EVSE shall be certified (listed and labeled) to UL 2202 (Standard for Electric Vehicle Charging System Equipment).
- B. International Electrotechnical Commission (IEC) 61851-23, IEC 62196 and IEC 61000 EMC standards. The EVSE must be certified (listed and labeled) with Edison Testing Laboratories (ETL).
- C. An equivalent nationally recognized testing laboratory certification may be used, if supporting evidence is provided.

Quarterly Reporting Requirement

All grantees will be required to submit quarterly reports on the status of their project to NMDOT until the final project report is submitted. Quarterly reports must be submitted to NMDOT within 14 days after the end of each reporting month (March 31, June 30, September 30, and December 31). Failure to submit required reports will result in NMDOT suspending the acceptance of any new applications from the grantee.

Quarterly Charging Station Utilization Reporting Requirements

All grantees must submit Quarterly reports to NMDOT within 14 days after the end of each reporting month (March 31, June 30, September 30, and December 31) for a five-year period after installation of the EVSE. Failure to submit quarterly reports is considered a violation of the terms and conditions of the signed agreement. Additionally, acceptance of new applications from the grantee will be suspended. The suspension will be lifted after the grantee corrects the failure to submit a quarterly report. The vendor for an grantee can alternatively provide NMDOT access to their reporting portal to obtain utilization data for the site.

The report submittal shall be in either CSV or XLS format. EVSE vendor portal access for DEQ to download charger data is also an acceptable format. The reporting information submitted to NMDOT must identify the previous quarter of EVSE utilization data. The following information will be requested from each site. Report usage, and operations data from funded sites to include but are not limited to the following:

Summary Report per EVSE:

- o Location: Site name, EVSE ID number, address, city, zip, county,

- o Operational uptime,
- o Number of charge events,
- o Number of unique vehicles,
- o Average charge time per event (mins),
- o Average kW per charge event,
- o Total kW consumed,

Details per charging event:

- o Location: Site name, EVSE ID number, address, city, zip, county,
- o Charge event date time,
- o Time charging,
- o Length of time connected,
- o kW provided,
- o Vehicle make, and model year (on events where available).

Public Records

NMDOT requests that no confidential business information be included with any application and reserves the right to return applications that have included such information.

All applications and associated documentation submitted in response to this Program shall become the property of the NMDOT. All applications received shall remain confidential until the NMDOT announces the selected applicant(s), at which time the applications and associated documentation shall be deemed public records, subject to the terms of the Inspection of Public Records Act, NMSA 1978, Section 14-2-1 to -12.

IV. APPLICATION

How to Apply

NMDOT will only accept applications electronically and proposals must be submitted via email to special.projects@dot.nm.gov with the subject line: “2025 EV Infrastructure Grant Program”. Applications not submitted as requested will not be considered for funding. Incomplete applications will not be considered for funding and returned. Applications and any supplemental information provided will serve as the primary means by which all applications are evaluated and awarded funding.

Questions about this Program should be sent to NMDOT at special.projects@dot.nm.gov with subject line: “2025 EV Infrastructure Grant Program”.

This is a competitive application process. To be considered for funding completed applications must be submitted electronically no later than 11:59:59 P.M. MST on December 20, 2024.

All applications will require the following information, at minimum, to be submitted:

- Cover Letter,
- Brief overview of proposed project,
- Total Budget Amount with line items based on eligible expenditures,

- Project location map,
- Project location details,
- Projected consumer fee per kWh,
- Workplan including utility coordination letter and sustainable business model, and
- Proposed third-party inspector.

Cover Letter

Cover letter for the Program shall include:

- A. Organization name, address, contact information
- B. Proposed project location
 - 1. Address
 - 2. County
 - 3. GPS coordinates (decimal format)
- C. Proposed project Type
 - 1. Public
 - 2. Private
 - 3. Non-Profit
- D. Number of ports and spaces
- E. Itemized project quotes
- F. Equipment information
 - 1. Manufacturer
 - 2. Model
 - 3. Charging capacity in kW
 - 4. Warranty period
- G. Identification of any additional utility rebates, grants, or other financial incentives applied for or received for proposed project.

Proposal Application Review Process

A combination of evaluation factors will be considered during the proposal review process, NMDOT will consider the overall cost effectiveness and the potential for early implementation and completion of each application. Proposal applications will be selected for funding based on a set of criteria reflecting funding priorities for the program. These factors will guide NMDOT in giving priority to projects that perform the highest overall.

Project Scoring Criteria

A 150-point scale will be used to evaluate eligible proposal applications. Scores will be used to develop final recommendations. Proposal applications will be evaluated and ranked according to the following criteria:

30 Points | Cost Effectiveness:

This criterion is based on applicant provided information. Under this criterion, projects are ranked, and points are calculated and assigned incrementally based on rank from a maximum score for the most cost effective to least cost effective based on the cost per kW charging rate and the number of charging ports.

15 Points | Distance to other EVSE sites:

This criterion is based on applicant provided information and EVSE site data from the U.S. Department of Energy, Alternative Fuels Data Center. Under this criterion, projects are ranked, and points are calculated and assigned incrementally based on rank from a maximum score for the most distance to other EVSE sites to least distance to other EVSE sites.

10 Points | Environmental Justice and Equity:

This criterion is based on applicant provided information. Under this criterion, projects are ranked, and points are calculated and assigned incrementally based on rank from a maximum score for the most overall impact of Justice40 related criteria and how county scores are determined to the least overall impact.

30 Points | Renewable Energy:

This criterion is based on the proposed use of renewable sources of energy to service the EVSE site. Under this criterion, projects are awarded points on the scale below:

100% renewable energy	-	15 points
50% or more	-	10 points
25% or more	-	05 points
10% or more	-	01 points

15 Points | Accessibility and Proximity to Amenities:

This criterion is based on applicant provided information about the EVSE site. Under this criterion, projects are awarded points on the scale below:

Onsite amenities	-	15 points
Amenities within 1/8 mile	-	10 points
Amenities within 1/4 mile	-	05 points

20 Points | Traffic Density of EVSE site:

This criterion is based on Annual Average Daily Traffic (AADT) of the proposed project area. Under this criterion, projects are awarded points on the scale below:

1,600 to 41,999 AADT	-	10 points
42,000 to 89,999 AADT	-	05 points
90,000 to 195,000 AADT	-	01 points

15 Points | Existing Infrastructure:

Preference is given to sites that have the existing infrastructure required for EVSE installation with no additional facility upgrades required. Max Points will be awarded for proposed projects located at sites that already have three-phase power and a 400kV transformer installed and operational will receive the maximum score.

15 Points | Turnkey 90-Day Deployment:

Points are awarded for projects that commit to completing all aspects of EVSE deployment, from procurement to commissioning, within 90 days from executing a grant agreement.

90-Day timeline	-	15 points
120-Day timeline or less	-	10 points
Over 120-Day timeline	-	00 points

Program Contact Information

Inquiries related to any requirements, application, application requirements, and other aspects of this Program must be submitted via email to special.projects@dot.nm.gov with the subject line: “2025 EV Infrastructure Grant Program”.