

MEMORANDUM

TO: Interested Battery Electric Bus Vendors

FROM: MATA Bus Electrification Program Management Team

SUBJECT: RFP 23-13: Forty Zero Emission Electric Bus Solution – Invitation to Participate in Battery Electric Bus Vendor Demonstration Program

DATE: June 28, 2023

The Memphis Area Transit Authority is pleased to announce an exciting opportunity for battery electric bus vendors to participate in our upcoming Vendor Demonstration Program. This program aims to showcase the latest advancements in electric bus technology and provide a platform for vendors to demonstrate their products to our discerning audience.

In order to ensure the smooth execution of the Vendor Demonstration Program, we have outlined the following scheduling requirements:

1. Demonstration Scheduling Requirements

MATA will schedule demonstrations so that only one Proposer's demonstration bus is evaluated at a time. The order of demonstration will be determined via lottery. Proposers will be offered up to 3 different choices of weeks to participate. It is the Proposer's responsibility to comply with MATA's scheduling or be deemed non-responsive to this RFP. Proposers will designate a single point of contact for coordination of activities during the demonstration period. The Proposers' single point of contact will interface directly with MATA representatives for activities and meetings during the demonstration period and will be on-call while the bus is on MATA property or operating within the MATA service area.

Confirmation of the Proposer's intent to participate in the Demonstration Program stage of this procurement, signed by an officer of the Proposer's firm is required along with all other items listed in section 2.A.

2. Demonstration Scheduling Deadlines

July 17th, 2023 – Vendor Responses Due
July 25th – July 27th, 2023, Vendor Demonstration Scheduling Period
July 30rd – September 1st, 2023, Vendor Demonstration Period
September 15th, 2023, Vendor Demonstration Plan Report Due

3. Demonstration Requirements Documentation (Attachment)

Will be available on the Memphis Area Transit Authority's website.



Intent for Participation in Demonstration Program

The form will serve as confirmation of our firm's intent to participate in the Demonstration Program stage of this procurement, Our firm confirms acknowledgement of Sections 2A.13 and 2B to participate in the Demonstration Program.

Name of Firm:

Name of Authorized Representative (Printed):

Name of Authorized Representative (Signature):

Date:
