

REQUEST FOR PROPOSALS

Owner's Engineering, Technical Advisory, Project Management & Clean Ports Compliance Support Services

RFP Number	CL-EVSE-OE-2026-02
Issued By	Capital Logistics, LLC
Address	4428 North Point Boulevard, Sparrows Point, MD 21219
Phone	410-891-0407
Federal Funding Source	EPA Clean Ports Program
Grant Administrator	Maryland Port Administration (MPA)
Project Location	4428 North Point Boulevard, Sparrows Point, MD 21219; additional approved project locations as applicable
Issue Date	September 16, 2026
Deadline for Questions	September 23, 2026 at 5:00 PM ET
Proposal Due Date	October 7, 2026 at 2:00 PM ET
Status	READY FOR PUBLIC RELEASE

⚠ NOTICE TO PROPOSERS ⚠

This RFP is intended to competitively procure independent owner's-side professional engineering, technical advisory, project management, and Clean Ports compliance support. The selected consultant will support Capital Logistics as the EPA Clean Ports subrecipient and shall remain independent from the Design-Build proposer/contractor where its duties include procurement evaluation, owner's review, or oversight.

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1. Procurement Summary

Capital Logistics, LLC invites qualified engineering and professional consulting firms to submit proposals to serve as Capital Logistics' independent Owner's Engineer / Technical Advisor and Clean Ports project support consultant for its heavy-duty zero-emission vehicle charging and energy infrastructure program.

The selected consultant will provide urgent pre-award technical support, owner's-side engineering and project management, utility and stakeholder coordination, federal grant compliance support, and review/oversight of Design-Build deliverables. This procurement is separate from RFP CL-EVSE-DB-2026-01 for Design-Build Services for Integrated Heavy-Duty EV Charging and Energy Infrastructure.

1.1 Procurement Objectives

- Provide Capital Logistics with independent technical and engineering capacity during the compressed Clean Ports implementation period.
- Support Capital Logistics in maintaining compliance with applicable EPA Clean Ports, MPA, 2 CFR Part 200, and subrecipient requirements.
- Assist with immediate site planning, utility coordination, technical decisions, procurement evaluation, project controls, and owner-side review.
- Avoid duplication of the Design-Build contractor's detailed design and construction responsibilities while providing independent owner protection and oversight.
- Create a scalable owner-side project management and compliance framework through design, construction, commissioning, reimbursement, and closeout.

2. Federal Procurement Method and Basis for Award

Capital Logistics is conducting a competitive procurement for these professional services in accordance with the procurement requirements applicable to its MPA/EPA Clean Ports subrecipient award. Capital Logistics intends to solicit multiple qualified proposals and award to the responsible offeror whose proposal is most advantageous to Capital Logistics and the federal award, considering qualifications, technical approach, key personnel, Clean Ports/federal grant experience, availability, and cost.

Capital Logistics may conduct interviews, request clarifications, verify references and licenses, confirm SAM.gov status where applicable, and negotiate scope and price with the highest-ranked responsible proposer, subject to applicable federal and MPA requirements.

No proposer is guaranteed an award. Capital Logistics will maintain documentation supporting the procurement method, competition, evaluation, cost/price analysis, conflict-of-interest review, selection rationale, and MPA approvals.

3. Public Notice, Communications, and Procurement Record

3.1 Public Notice

The RFP will be posted on Capital Logistics' procurement webpage and on any additional platform(s) required or approved by MPA. Capital Logistics may also distribute the solicitation directly to qualified firms to promote adequate competition.

3.2 Proposer Questions and Clarifications

All questions must be submitted in writing to procurement@capitallogisticsmd.com by the deadline in Section 4. Capital Logistics will issue material clarifications only through written addenda made available to all known proposers and posted with the procurement documents.

3.3 Procurement File

- MPA procurement direction and approvals
- public notice/posting evidence
- distribution list and outreach
- questions and addenda
- proposals received
- evaluation records and scoring
- conflict-of-interest disclosures
- responsibility/SAM checks as applicable
- independent cost estimate or other price analysis support
- selection rationale
- contract and amendments/task orders

4. Procurement Schedule

EVENT	DATE / DEADLINE
RFP Issued	September 16, 2026
Deadline for Questions	September 23, 2026 at 5:00 PM ET
Addendum / Q&A Issued	September 28, 2026
Proposals Due	October 7, 2026 at 2:00 PM ET
Proposal Evaluation	October 8-9, 2026
Interviews (if conducted)	October 12, 2026
Anticipated Notice of Intent / Selection	October 13, 2026
Contract Finalization / NTP	October 13-16, 2026, subject to required approvals

Capital Logistics reserves the right to modify this schedule by written addendum issued to all known proposers and posted with the procurement documents.

5. Project Background and Relationship to Design-Build Procurement

Capital Logistics is implementing a federally funded EPA Clean Ports project administered through MPA to deploy zero-emission heavy-duty drayage vehicles and associated charging infrastructure. Capital Logistics has separately issued RFP CL-EVSE-DB-2026-01 for integrated Design-Build services.

The Owner's Engineer / Technical Advisor procurement is intended to provide independent owner-side support. The consultant shall not replace the Design-Build team's responsibility for final design, signed/sealed construction documents, construction means and methods, equipment procurement, installation, or other obligations assigned under the Design-Build contract.

5.1 Current Project Context

- Heavy-duty DC fast charging infrastructure supporting zero-emission drayage operations.
- Utility coordination and multi-megawatt electrical service planning.
- Battery Energy Storage System (BESS), microgrid, Energy Management System (EMS), controls, communications, and VPP-ready architecture as applicable to approved scope.
- Civil, structural, electrical, fire/life safety, permitting, commissioning, and related infrastructure.
- Federal grant compliance, cost eligibility, BABA, DBRA/Davis-Bacon, EVITP, records, reimbursement, and audit-readiness requirements.
- Potential phased expansion to additional approved project locations.

6. Scope of Services

Capital Logistics seeks a multidisciplinary team capable of beginning work promptly after award. Services will be authorized through the base scope and, where appropriate, written task orders or optional phases.

6.1 Phase 1 - Immediate / Pre-Award Support

- Rapid review of existing Clean Ports award/subrecipient documents, RFPs, addenda, conceptual plans, utility correspondence, vendor information, schedules, budgets, and project risks.
- Owner-side preliminary engineering and site-planning support needed before Design-Build award, including review/development of site plans, equipment layouts, electrical concepts, utility service assumptions, charging demand, BESS/microgrid concepts, and constructability considerations.
- Support coordination with BGE, MPA, EPA (through MPA as appropriate), permitting authorities, equipment vendors, and other stakeholders.
- Assist Capital Logistics in responding to technical questions and preparing technically accurate clarifications/addenda for RFP CL-EVSE-DB-2026-01 without creating an unfair competitive advantage.
- Assist in technical evaluation of Design-Build proposals, including compliance review, qualifications, schedule, equipment approach, utility assumptions, BESS/microgrid/EMS integration, cost assumptions, exceptions, and technical risk.
- Support interviews, clarification requests, technical leveling, reference checks, negotiation support, and preparation of an owner-side recommendation/selection memorandum.
- Support independent cost/price analysis and reconciliation of major technical and cost assumptions, as requested.
- Establish an immediate project action register identifying critical decisions, deadlines, dependencies, responsible parties, and escalation items.

6.2 Phase 2 - Owner's Engineering & Project Management

- Review Design-Build basis of design, design milestones, calculations, one-lines, site plans, specifications, equipment selections, submittals, and technical reports for conformance with owner requirements and approved grant scope.

- Provide owner-side QA/QC review without assuming the Design-Build engineer-of-record's professional responsibility.
- Monitor project schedule, critical path, long-lead equipment, utility milestones, permitting, procurement, construction readiness, commissioning, and closeout.
- Maintain project risk register, decision log, action-item tracker, change log, and owner reporting dashboard.
- Review proposed changes, substitutions, value engineering, allowances, contingencies, and scope modifications for technical, schedule, grant, and cost impacts.
- Support meetings with Capital Logistics, MPA, BGE, Design-Build team, OEMs, EVSE providers, BESS/microgrid/EMS vendors, and other stakeholders.
- Support owner review of commissioning plans, test procedures, performance acceptance criteria, punch lists, training, O&M documentation, and final closeout.

6.3 Clean Ports / Federal Grant Compliance Support

- Develop and maintain an owner-side compliance matrix identifying applicable federal, EPA, MPA, and subrecipient requirements and responsible parties.
- Support eligible/ineligible cost segregation and documentation for reimbursement.
- Review BABA documentation, manufacturer certifications, domestic-content information, waiver risks, and compliance tracking where applicable.
- Support Davis-Bacon/DBRA administration and coordination for covered construction, including contractor compliance tracking; consultant is not expected to serve as legal counsel.
- Track EVITP or other applicable electrician certification requirements for charging infrastructure.
- Support SAM/debarment, conflict-of-interest, records retention, audit access, lobbying, EEO/nondiscrimination, and other applicable flow-down documentation.
- Assist with MPA approval packages, reimbursement support, progress reporting, audit-readiness, and corrective-action tracking.
- Flag potential compliance issues promptly and provide recommended owner actions for resolution.

6.4 Utility, Energy Systems & Technical Advisory

- Review charging load forecasts, fleet duty-cycle assumptions, charger mix, redundancy, peak demand, and managed-charging strategy.
- Review BGE service/interconnection concepts, metering boundary, front-of-meter versus behind-the-meter responsibilities, and utility dependencies.
- Evaluate BESS sizing/use cases, microgrid architecture, EMS/SCADA/control interfaces, cybersecurity considerations, resilience objectives, and expansion capability.
- Review VPP-ready architecture and optional future PJM/utility program integration without assuming VPP participation is a required grant-funded component.
- Provide independent technical input on OEM/vendor proposals and interoperability where requested.

6.5 Optional Phase 3 - Strategic / Expansion Services

- Phase II site screening, due diligence, concept development, and utility-capacity planning.
- Commercial charging-hub expansion planning and third-party fleet utilization analysis.
- VPP/DER market readiness, PJM/utility program screening, aggregator coordination, and revenue-opportunity analysis.
- Additional owner's engineering, grant application support, technology strategy, or related services authorized by written task order.

6.6 Required Initial Deliverables

- Kickoff and 30-day priority action plan.

- Project document and compliance gap assessment.
- Owner's technical risk register and decision/action log.
- Design-Build proposal evaluation support package and technical scoring/leveling materials.
- Utility coordination action plan.
- Clean Ports compliance responsibility matrix.
- Monthly or milestone owner report, format to be agreed.
- Other task-specific deliverables identified in written task orders.

7. Contract Structure and Task Authorization

Capital Logistics anticipates a professional services agreement consisting of a defined Base/Phase 1 scope plus optional Phase 2 and Phase 3 services. Proposers shall provide a fixed fee or not-to-exceed amount for the immediate base scope and fully burdened hourly rates for additional authorized services. Capital Logistics may authorize optional work by written task order, amendment, or other written authorization.

Cost-plus-a-percentage-of-cost and percentage-of-construction-cost compensation are prohibited. No work beyond the authorized scope may be invoiced without written authorization.

8. Minimum Qualifications and Responsibility Requirements

- Valid legal registration and authority to perform the proposed services in Maryland.
- Appropriate Maryland professional engineering licensure for services requiring a licensed engineer; identify the Maryland PE(s) who will be responsible for such work.
- Active SAM.gov registration and UEI if required for the selected contractor under applicable federal/subrecipient requirements; proposer shall disclose current status.
- No debarment, suspension, declared ineligibility, or exclusion from federal awards.
- Demonstrated experience with large-scale EV charging, electrical infrastructure, utility interconnection, BESS, microgrids, EMS/controls, or comparable energy infrastructure.
- Demonstrated owner's engineer, owner's representative, technical advisory, program management, or independent engineering experience.
- Experience with federally funded infrastructure and preferably EPA, DOT, DOE, port, transportation, or similar grant-funded programs.
- Ability to mobilize promptly and provide key personnel during the procurement/evaluation period.
- Ability to maintain independence and comply with organizational conflict-of-interest requirements.
- Ability to maintain complete records and support audits and federal/MPA access requirements.

9. Proposal Submission Requirements

Proposals shall be submitted electronically to procurement@capitallogisticsmd.com by the date and time stated in Section 4. Proposals should be concise, well organized, and submitted in the following order:

1. Cover Letter & Addenda Acknowledgment - signed by an authorized representative.
2. Executive Summary - understanding of the assignment, immediate priorities, and proposed value to Capital Logistics.
3. Firm Qualifications & Organization - legal structure, office location(s), licenses, registrations, and organization chart.
4. Relevant Experience - 3-5 comparable owner's engineering, EV/energy infrastructure, utility, federal grant, or port/transportation projects.
5. Key Personnel - resumes (maximum 2 pages each) for Project Executive, Project Manager/Owner's Representative, Lead Electrical/Power Engineer, Civil/Site Engineer, Utility/Interconnection Lead, BESS/Microgrid/Controls Lead, and Federal Grants/Compliance Lead, as applicable.
6. Technical Approach - approach to immediate support, owner's engineering, project controls, utility coordination, Design-Build oversight, and technical risk management.

7. Clean Ports / Federal Compliance Approach - understanding of federal flow-down, cost eligibility, BABA, DBRA/Davis-Bacon, EVITP, audit/records, and MPA coordination.
8. Mobilization & Availability - specific availability of key staff during the first 30-60 days and anticipated response times.
9. Work Plan & Schedule - proposed first 30 days, key deliverables, staffing plan, and communication cadence.
10. Conflict-of-Interest & Independence Disclosure - including any role in RFP CL-EVSE-DB-2026-01 or relationship with any known/prospective Design-Build proposer.
11. Cost Proposal - using the separate Cost Proposal Workbook.
12. Exceptions & Assumptions - list all requested exceptions or state 'None.'
13. References - at least three client references for relevant work.
14. Signed Certifications & Forms - all required forms in the response template.

10. Evaluation Criteria

Capital Logistics will evaluate proposals using the following qualifications-focused criteria:

CRITERION	WEIGHT
Qualifications & Relevant Experience	30%
Technical Approach / Understanding of Assignment	25%
Key Personnel, Mobilization & Availability	20%
EPA Clean Ports / Federal Grant Compliance Experience	15%
Cost Proposal	10%
TOTAL	100%

Capital Logistics may use written scoring, interviews, reference checks, clarifications, and responsibility/eligibility verification.

11. Cost Proposal Requirements

Proposers shall complete the separate Cost Proposal Workbook. Pricing shall be sufficiently detailed to support cost/price reasonableness review and federal audit requirements.

- Fixed fee or not-to-exceed amount for Phase 1 Immediate / Pre-Award Support.
- Estimated fee for Phase 2 Owner's Engineering / Project Management, with assumptions and proposed billing structure.
- Fully burdened hourly billing rates by labor category for optional/task-order services.
- Estimated hours by labor category for each proposed phase/task.
- Subconsultant costs separately identified.
- Reimbursable expenses separately identified and subject to prior approval.
- Optional Phase 3 services separately priced or rate-based.
- All assumptions, exclusions, escalation, travel, and other cost dependencies clearly stated.
- Certification that compensation does not use a prohibited cost-plus-percentage-of-cost or percentage-of-construction-cost method.

12. Federal and Grant Compliance Requirements

The selected consultant shall comply with all federal, EPA, MPA, Clean Ports, and subrecipient requirements applicable to its scope and shall assist Capital Logistics with applicable owner-side compliance administration. Applicable requirements may include, without limitation:

- 2 CFR Part 200 procurement, cost principles, records, audit, and federal access requirements.
- Applicable EPA and MPA Clean Ports award/subrecipient terms and conditions.

- Build America, Buy America and domestic preference requirements where applicable to covered project materials/products.
- Davis-Bacon and Related Acts requirements for covered construction; consultant shall support administration/oversight as assigned but is not the construction employer.
- EVITP or other EPA-approved electrician training/certification requirements applicable to charging infrastructure.
- SAM.gov/debarment and suspension requirements.
- Civil rights, nondiscrimination, EEO, disadvantaged business participation, and related requirements.
- Conflict-of-interest requirements and restrictions on lobbying.
- Records retention, audit cooperation, reimbursement support, and flow-down requirements.
- Applicable limitations on the use of federal funds, including identification of potentially ineligible costs.

Capital Logistics will provide the selected consultant access to the applicable grant/subrecipient documents needed to perform the authorized scope. The consultant shall promptly identify questions requiring MPA or legal interpretation rather than making unsupported eligibility determinations.

13. Organizational Conflicts of Interest and Independence

Because the selected consultant may assist Capital Logistics in evaluating Design-Build proposals, negotiating with the selected Design-Build firm, reviewing Design-Build work, or advising on contractor performance, independence is a material requirement.

- Proposers shall disclose any actual, potential, or apparent organizational conflict of interest.
- Proposers shall disclose whether the firm, any affiliate, key subconsultant, or proposed key person has participated or intends to participate on a proposing team for RFP CL-EVSE-DB-2026-01.
- A firm may not evaluate or oversee a Design-Build proposal/contract in which it or an affiliate has a conflicting financial or performance interest unless Capital Logistics and MPA expressly determine an acceptable mitigation is permissible.
- The selected consultant shall have an ongoing duty to disclose new conflicts throughout the contract.
- Capital Logistics may reject a proposal, require mitigation, limit scope, or terminate services where a conflict cannot be adequately mitigated.

14. Insurance and Professional Responsibility

Proposers shall provide evidence of insurance appropriate to the proposed professional services. Final limits will be confirmed before award and may include commercial general liability, automobile liability, workers' compensation, professional liability/errors & omissions, cyber/technology liability where applicable, and umbrella/excess coverage.

Any engineering document required by law to be prepared, signed, or sealed by a licensed professional shall be performed under the responsible charge of an appropriately licensed professional. Owner review does not relieve the Design-Build engineer-of-record or contractor of contractual or professional responsibility.

15. Required Forms and Certifications

- Proposal Cover Sheet
- Addenda Acknowledgment
- Non-Collusion Certification
- Conflict of Interest / Organizational Conflict Disclosure
- SAM.gov / Debarment & Suspension Certification or Status Disclosure
- Byrd Anti-Lobbying Certification, if applicable
- Federal/Grant Compliance Acknowledgment
- Certification of Federal Tax ID and Maryland Registration Status
- References

- Cost Proposal Workbook
- Exceptions and Assumptions

16. Records, Audit, Confidentiality, and Work Product

The selected consultant shall maintain complete records supporting invoices, labor, subconsultants, deliverables, and compliance activities for the period required by the applicable award and law and shall provide access to Capital Logistics, MPA, EPA, and other authorized entities as required.

Project work product prepared specifically for Capital Logistics under the contract shall be delivered in usable native and PDF formats as applicable. Confidential, proprietary, security-sensitive, and procurement-sensitive information shall be handled in accordance with the final agreement and applicable law. The consultant shall not disclose nonpublic procurement information to Design-Build proposers or other third parties.

17. Protest and Dispute Resolution

Any protest regarding this solicitation shall be submitted in writing to Capital Logistics at procurement@capitallogisticsmd.com within 10 calendar days of the alleged violation or by 5 business days after proposal opening, whichever provides the longer period. The protest must identify the specific basis, supporting facts, requested remedy, and protester's contact information. Capital Logistics will review and respond in accordance with applicable procurement requirements and MPA oversight.

18. Reservation of Rights

1. Amend, modify, reissue, extend, or cancel this RFP by written addendum.
2. Reject any or all proposals when consistent with applicable procurement requirements.
3. Waive minor irregularities that do not affect competitive equity.
4. Request clarifications or additional information.
5. Conduct interviews and reference checks.
6. Verify licenses, registrations, federal eligibility, and proposer responsibility.
7. Negotiate final scope, schedule, staffing, and price with the highest-ranked responsible proposer as permitted.
8. Award all, part, or none of the optional phases/tasks.
9. Require MPA approval before contract execution or work authorization where applicable.

19. Attachments

- Attachment A - Proposer Response Template
- Attachment B - Cost Proposal Workbook

Any additional clarifications, responses to proposer questions, amendments, federal/MPA compliance requirements, or supplemental project information issued after the RFP release date will be provided by written addendum and will become part of the solicitation. Proposers are responsible for reviewing and acknowledging all addenda issued by Capital Logistics.

END OF REQUEST FOR PROPOSALS

For questions: procurement@capitallogisticsmd.com | RFP CL-EVSE-OE-2026-02