

BIBB COUNTY SCHOOL DISTRICT
Dr. Dan A. Sims, Superintendent

ACTION MEMORANDUM

To: Bibb County Board of Education, Dr. Dan A. Sims, Superintendent
From: Anthony V. Jackson, Director of Transportation
Sam Kitchens, Assistant Superintendent of Operations
Subject: Highland Electric Service Agreement

Summary:

The Bibb County School District's Transportation Department seeks Board approval authorizing the Superintendent to sign a service agreement with Highland Electric to provide an electric vehicle charging depot at an annual cost not to exceed \$234,859.17.

Background:

Highland Electric has been selected to provide a turnkey "Depot" service which includes three major components: (1) procurement and ongoing ownership of chargers and related infrastructure, (2) installation of the chargers and infrastructure, and (3) ongoing operational services including training, charging equipment operations and maintenance, and provision of charge management and telemetry data via web-based software platform.

Highland provides an extended warranty that is not limited in scope, extending for 10 years as opposed to the typical 1 to 5-year terms common in the industry. This warranty is closely tied to an operational guarantee for the chargers. If any chargers malfunction or are not operational, Highland will repair or replace them free of charge.

Highland's Project Development (PD) team will work closely with Georgia Power to identify and align on all relevant project costs, ensuring complete transparency. Highland accounts for several additional expenses not covered in the typical scope of hardware, software, and commissioning. These additional items include:

- Permitting
- Concrete work
- Earthwork
- Final terminations
- Exterior improvements
- Equipment protection (such as bollards, which represent a significant cost)

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Beyond the implementation and performance guarantees for the equipment itself, Highland provides comprehensive support services. These include:

- A dedicated customer success manager to oversee and ensure the project's success and smooth operation.
- Technical support and troubleshooting for both charger and vehicle-related issues, given the importance of seamless communication between the two.
- Assistance with grant compliance and future applications.
- Ongoing training covering all aspects of electrification—chargers, vehicles, and software.

The services are provided in exchange for an annual contract price. A chart of the projected annual costs per year has been provided below for review. Sourcewell Contract No. 051123 / Product No. DEPOT-3-31.

Contract Value. For purposes of complying with O.C.G.A. §20-2-506(b)(3), the total amount owed by Customer to Provider for the first Contract Year, each, subsequent Contract Year in the Term, and in all Contract Years through Contract Year 10 will be as follows:

CONTRACT YEAR	AMOUNT OWED TO PROVIDER**
Contract Year 1	\$180,000.00
Contract Year 2	\$185,400.00
Contract Year 3	\$190,962.00
Contract Year 4	\$196,690.86
Contract Year 5	\$202,591.59
Contract Year 6	\$208,669.33
Contract Year 7	\$214,929.41
Contract Year 8	\$221,377.30
Contract Year 9	\$228,018.61
Contract Year 10	\$234,859.17
TOTAL: ALL CONTRACT YEARS:	\$2,063,498.28

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**Reflects anticipated total Base Service Fee for applicable Contract Year adjusted for the Annual Escalator, but excluding any credits or fees (such as any Availability Credit or Time of Use Fees).
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Supporting Documents:

Highland Electric Depot Contract
Timeline/Workplan

Recommendation:

It is recommended the Bibb County Board of Education authorizes the Superintendent to sign the service agreement with Highland Electric to install the recharging infrastructure for the electric buses at an annual cost not to exceed \$234,859.17 utilizing Sourcewell Contract No. 051123 / Product No. DEPOT-3-31. The funding source is General Funds.

Superintendent's Comments and Approval:

Superintendent's Comments	Approved / Not Approved
Dr. Dan A. Sims	Approved