



## QUEENS PUBLIC LIBRARY

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**RFI #0125-1**

**Request for Information for  
Library Vehicles and  
EV, Hybrid, Conversions and other Alternatives**

**Date: January 22, 2025**

**Responses must be submitted by  
February 28, 2025 2:00 P.M., to:**

**Procurement Department  
Queens Public Library via DropBox:**

**<https://www.dropbox.com/request/d9JQ7lmAPdwZqO9YTYX4>**

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state-of-the-art computer equipment in all community libraries, and the ability to provide information through free Internet access and facsimile machines to the public. The Library offers a wide variety of reading, writing, and literacy programs, and functions as an integral part of the Queens community.

Currently, the Library has a small fleet of gas-powered vehicles for staff to use for work related tasks. Vehicles include various sizes of box trucks, sedans and compact cars. The Library is interested in upgrading some cars of the fleet with alternate fuel vehicles.

#### **IV. REQUEST FOR INFORMATION**

The following is a list of the information that the Library is requesting from vehicle dealers and other suppliers. Please provide your firm’s response in the order requested.

Additionally, firms should indicate in their submission what information, if any, is proprietary and confidential. Proposers are hereby advised that the Library is subject to the New York State Freedom of Information Law (“FOIL”). Material marked “Confidential and Proprietary” will be treated as such to the extent consistent with the obligations under FOIL, other applicable law, regulation, or legal process.

1. Provide the firm’s name and address. Provide a brief description of your firm and its history.
2. Provide the name, title, address, telephone, fax number, and e-mail address of the individual the Library should be in contact with in respect to your firm’s submission.
3. Provide a list of other government agencies or organizations you have contracted with for the car sales in the past 5 years, along with a contact the Library can reach out.
4. The Library is considering buying the vehicles listed below but would like to know what alternates are available. Please provide pricing and detailed specifications for the vehicles or equivalents below or any alternate vehicles that the Library should consider such as EV, hybrid, conversions or other alternates Note: Vehicles should be 2025 models.

<b>Make</b>	<b>Model #</b>	<b>Model</b>	<b>Quantity</b>
Ford	F8P	Transit 350 AWD 16ft Utilimaster aluminum delivery body	6
Ford	F5H	F-550 4wd 16ft box truck liftgate	2
Ford	K3S	Mustang Mach E AWD Premium	5
Ford	U9G	Escape Active AWD	1
Ford	K8D	Ford Explorer XLT	2

5. Please provide or link to offered alternate vehicle specifications, including vehicle weight.

6. Are there any available incentives or rebates for purchasing EVs, Hybrids conversions and other alternatives?
7. What is the total cost of ownership?
  - What are the maintenance costs compared to fuel cars?
  - How do the fuel costs (electricity vs. gasoline) compare?
8. What is the driving range of the vehicles? Provide detailed information about EVs. How far can the EVs travel on a single charge?
9. What charging infrastructure is needed?
  - How many charging stations are recommended?
  - How long does it take an empty battery to fully charge?
  - What are the costs and logistics of installing charging stations at the Library's facilities?
  - Are there manufacturer incentives from EV manufacturers for the installation of charging stations on the Library's premise?
10. Are there any tax benefits or compliance incentives for using EVs or Hybrids?
11. What are the performance and reliability factors?
  - How do the performance and reliability of EVs compare to the current gas cars?
  - Are there any concerns about the durability or lifespan of the EVs vs Hybrids?
  - What is the average range for EV/Hybrid vehicles in city driving, long range and mix of both?
12. What is the impact on employees?
  - Will employees need training to operate and maintain EVs?
13. What are the potential risks and challenges?
  - What are the potential risks associated with the transition to EVs?
  - How can these risks be mitigated?
14. Suggested extended warranty options available.