Good morning,

Thank you for patience while we progressed through the procurement process to appoint a supplier for Plug in Suffolk.

We are pleased to confirm, after a competitive tender process, we have appointed [Connected Kerb](https://connectedkerb.com/)as Charge Point Operator for the project.

**Commercial Terms**

We can now confirm that the following commercial terms have been agreed with Connected Kerb:

* Hosts will receive £100 per designated bay per year for the first 7 years of the contract term. As there will be a minimum of 2 charge points at each location, this ensures a minimum of £200 per year for the first 7 years. After this period, it is anticipated that the amount of net profit share to Hosts would have grown sufficiently to replace this.
* Hosts will also receive a net profit share of £1 per 100kw sold, from activation until the end of the full contract term.

All costs associated with the charge points will be covered by Connected Kerb, including the cost of the electricity used to power the chargepoints and any maintenance and repair required over the lifetime of the contract. This means that your organisation can provide EV charging as a service to your community at no cost to you.

Now that the contract has been awarded, we will begin more detailed discussions with CK regarding the timeline for installation.

**Documentation for Hosts**

The documents for Hosts remain largely the same as those sent to you previously; I am attaching these again here for your information and review. Some minor alterations have been made as follows, following clarification questions with suppliers and some questions from Hosts:

* References to ‘short’ and ‘long’ stay spaces have been removed, as for this project this is not applicable.
* Clause 2.7 of the draft licence agreement has been altered to specify 24 hours’ notice (save for emergencies).
* Clause 2.13 of the draft licence agreement has been removed as it was not relevant for this project.

If you have any questions regarding the documents, please let us know asap. ; by mutual agreement there will be scope to make some minor adjustments specific to your location if required.

These documents, along with the larger contract with SCC have been reviewed by Suffolk Legal and all due diligence has taken place; however, if you do wish to seek your own legal advice before signing, SCC will reimburse you up to £500 to support with this.

For your information, I have also attached a reference copy of the overarching contract between SCC and Connected Kerb. We do not require or expect you to review this in detail but it is important that you have a copy for your records, as it is referred to in the Cluster Member Agreement and Lease Agreement.

Once you have had time to review the Cluster Member Agreement, Licence Agreement and Access Agreement and consider the commercial terms referred to above, please confirm as soon as possible that you wish to continue moving forward with the project. Please confirm this by **Wednesday 31st of July** so that we can share your details with Connected Kerb for them to arrange an initial survey. This should give sufficient time to review the attached documents but please do advise as soon as possible if you feel this deadline will not be achievable.

**Meet Connected Kerb!**

We will be arranging a Microsoft Teams meeting for all site holders to meet with the new Supplier and ask any questions. The SCC project team will also be on the call to try and answer questions you may have about the process and next steps. We will be in touch again soon with the date and details of this meeting.

**What you need to do now**

1. Review the documents attached and confirm by 31 July that you wish to continue moving forward with the project.
2. Wait to hear from us soon regarding the virtual meeting with the new supplier.

I appreciate there is a lot of information to review above so please do get in touch with any questions or concerns. We are very excited to have appointed a new supplier and look forward to working with you on the next phase of the project!

Kind Regards

**Katy Hampshire**

**Project Manager**

Environment Strategy

Growth, Highways and Infrastructure

Suffolk County Council

Endeavour House, 8 Russell Road, Ipswich, IP1 2BX

Tel: 01473 296595  
Email: [katy.hampshire@suffolk.gov.uk](mailto:katy.hampshire@suffolk.gov.uk)

Website: [www.suffolk.gov.uk](http://www.suffolk.gov.uk/)

Plug in Suffolk – [www.pluginsuffolk.org](https://imsva91-ctp.trendmicro.com/wis/clicktime/v1/query?url=http%3a%2f%2fwww.pluginsuffolk.org&umid=A6D9F60D-A870-3705-8115-C75C70D304F7&auth=76a36a0301cf7179612a4414203a61368905a968-9f85d255df228abbd8bd4e078546211be0a3e181)