

## Get Fully Charged

# Your Step-By-Step Guide to Adding EV Fast Charging to Your Site

Businesses, fleets and public buildings across New Mexico are exploring Direct Current Fast Charging (DCFC) and Level 2 (L2) as a way to support their customers, tenants, visitors, and communities. This guide helps you map out what fast charging could look like at your site — and gives you space to capture your own goals, needs, and questions as you go.

Before you talk with a contractor, use this worksheet to think through your site's needs and opportunities.

## Site Pre-Planning Worksheet

### How many fast chargers will you need?

Consider EV activity today and what you expect in the next 3–5 years.

On a busy day, how many EV drivers visit or park at your site?

Estimate the number of chargers you'd need if 10% of your customers or occupants drove EVs. Then model how that demand grows at 20% and eventually 50% adoption.

This helps you understand both how many chargers you'll need—and when you'll need them.

### Who Will You Be Serving?

Your users determine location, quantity, and charging speed.

Check all that apply:

☐ **Retail / Commercial Visitors**  
Customers who stop for 30–60 minutes while shopping, eating, or running errands.

☐ **Public / Government Buildings**  
Visitors, staff, or community members who need dependable access.

☐ **Fleet Vehicles**  
Company vehicles that need fast turnaround times or overnight charging.

Who are your primary users?

### What Are Your Goals for Adding Fast Charging?

Check all that apply:

☐ Attract more customers or visitors

☐ Create new revenue streams

☐ Support occupant retention / property value

☐ Reduce fleet operating costs

☐ Meet sustainability or clean-energy goals

☐ Provide public access to EV charging

☐ Prepare for new EV-ready building requirements

Add your own top goals:

### Where Will Chargers Go?

Think about visibility, flow, access, and long-term expansion.

Possible charger locations:

ADA-compliant spaces available?

Distance to existing electrical service in feet:

Can you install more chargers in the future without major construction?

## Fast Charging in 9 Simple Steps

### Step 01:

#### Confirm Fast Charging Is Right for Your Site

Direct Current Fast Chargers (DCFC) are powerful:

- 480-volt, three-phase power
- Deliver up to 80% charge in about 30–60 minutes

DCFC are best for:

- Retail and commercial sites near highways or busy corridors (e.g. gas stations)
- Fleets that need fast turnaround times during the day or slip-seating

If your users park for many hours, you may focus more on Level 2 chargers to balance speed and cost.

### Step 02:

#### Understand the Rebates and Cost Savings

Fast charging can be a complex project — but we significantly reduce the upfront cost:

- Up to \$50,000 rebate per DCFC station, up to \$200,000 per service address
- Up to 100% covered of eligible site prep and installation ("make-ready") work

**Important:** Don't wait to take action because once the funds supporting these incentives are used up they are gone. It's first-come-first-served so it pays to move fast (literally).

### Step 03:

#### Connect with a PNM Program Authorized Contractor

Your contractor guides the entire process, including:

- Site planning and equipment selection
- Electrical panel and service evaluation
- Completing PNM applications
- Ensuring your project stays rebate-eligible
- Preparing for future expansion

To find qualified EE98-licensed professionals trained on the program use the PNM Authorized Contractor Directory at [PNM Easy Install](#).

### Step 04:

#### Plan Your Site and Electrical Capacity

Together with your contractor, you'll review:

##### Site layout

- Visibility and convenience
- Traffic flow (may require engineering assistance)
- ADA-compliant access

##### Electrical infrastructure

- Existing electrical service capacity
- Need for upgrades or a new dedicated service
- Make-ready work (conduit, trenching, wiring, pads)

You may also want to consider planning for future chargers and mixing DCFC with Level 2 for efficiency.

### Step 05:

#### Reserve Your Rebate

Your contractor (or you) submits a [Pre-Application online](#). This step:

- Confirms eligibility
- Reserves rebate funding
- Issues a Reservation Letter valid for up to one year

If anything is missing, you'll receive a correction request before moving forward.

### Step 06:

#### Permitting, Installation, and Inspection

Your contractor handles:

- Pulling permits
- Completing make-ready work
- Installing approved fast charging equipment
- Coordinating code inspections
- Have the manufacturer(s) complete the "commissioning" process
- Managing utility interconnection

Your charger is energized once it passes inspection, commissioning and is connected to the data network.

### Step 07:

#### Final Application & Rebate Payment

After Installation:

- Contractor submits final invoices and documentation
- You or your contractor completes the Final Application
- The network service provider (NSP) confirms data connection
- The program team reviews and may inspect

Once finalized, you receive your rebate check — or the contractor can deduct the rebate from your final invoice if you authorize third-party payment.

### Step 08:

#### Decide How You'll Operate and Price Charging

Most site managers decide:

- Whether to charge a fee (and how much)
- Whether pricing should be profit-generating or simply cover operating costs
- How to recover operations and maintenance costs.
- If anyone receives discounts, priority charging or other special consideration

Most sites use:

- Manage pricing, access and reporting
- PNM commercial charging rates to manage charging-related costs
- Use usage data to guide future decisions

### Step 09:

#### Plan for Long Term Maintenance and Expansion

To keep your chargers working, be sure to:

- Schedule routine maintenance
- Track usage data and revenue
- Monitor community impact and tenant/customer satisfaction
- Prepare to add more chargers as demand grows

Early fast charging adopters often wish they'd planned ahead for future charging needs so discuss potential future needs with your contractor now.

## Plug into Profit & Progress

Ready to talk through your plan? A quick conversation can help clarify what's right for your site, and how to make the most of available rebates.

Bring your questions and ideas. Work with a trusted contractor to help get your site fully charged for what's next.

[Find A Contractor](#)

<https://ev.pnm.com/easy-install/>

[View Fast Charging Rebates](#) →

<https://www.pnmdriveelectric.com/commercial-charging-rate>