

SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT

REQUEST FOR APPLICATIONS

STATEWIDE SCHOOL BUS RETROFIT PROGRAM

The San Joaquin Valley Air Pollution Control District (District) is seeking applications for the installation of California Air Resource Board's (ARB) – verified Level 3 diesel emissions control strategies (retrofit) on California school buses with engine model year 1987 and newer. The purpose of this program is to assist school districts with the compliance of ARB's in-use Truck and Bus Regulation.

Submittal: An application packet must be received on or before:

Thursday, June 25, 2015 – 5:00 PM

PROPOSALS RECEIVED AFTER THE TIME AND DATE
STATED ABOVE WILL NOT BE ACCEPTED.

Submissions must include: One (1) electronic copy of all submitted documents in Adobe Systems Portable Document Format (PDF) or one (1) hard copy via mail, email, fax or hand delivered

Address to:

Deu Moua
Air Quality Specialist
San Joaquin Valley Air Pollution Control District
1990 East Gettysburg Avenue
Fresno, CA 93726-0244
Email: weberip@valleyair.org

Issuance Date:

Thursday, June 4, 2015

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1.0 Background

The ARB adopted the in-use Truck and Bus Regulation in December 2008 which included requirements to retrofit diesel-fueled school buses. Many school buses have been brought into compliance with Lower-Emission School Bus Program (LESBP) grants and other monies by either replacing old school buses with new school buses or by retrofitting older school buses with an ARB-verified Level 3 retrofit. Unfortunately, many non-compliant school buses still remain in California. If no funding is provided for school bus retrofits, the cost of compliance will fall upon the school districts. This Request for Applications is being issued to public school districts and private school transportation providers that contract with public school districts, to provide transportation services, throughout the state of California to assist these school bus owners with compliance of ARB's in-use Truck and Bus Regulation.

District Contacts

Technical questions regarding this RFA should be addressed to:

Deu Moua, Air Quality Specialist
San Joaquin Valley Air Pollution Control District
1990 East Gettysburg Avenue
Fresno, CA 93726-0244
(559) 230-5800, FAX (559) 230-6112

2.0 Schedule of Events

June 5, 2015	Release of RFA
June 25, 2015	RFP Closes (No Later than 5:00 PM)

Note: all times are in Pacific Daylight Time

3.0 Award Information

3.1 Eligibility

Any California public school district that directly provides transportation services, Joint Power Authority (JPA) that owns school buses, or private transportation agency that provides student transportation services under contract to public school districts are eligible to participate in this program. Private school districts are not eligible. The criteria for eligible retrofit projects are as follows:

- The school bus must have a 1987 or newer engine model year and have a gross vehicle weight rating of 14,001 lbs. or more
- The school bus must use diesel fuel

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- The school bus must have current California Highway Patrol (CHP) safety certification (CHP form 292)
- The retrofit must be:
 - ARB-verified level 3 retrofit
 - Compliant with the engine as stated by the retrofit's executive order
 - Warrantied by retrofit manufacturer and/or authorized dealer

The ARB-verified level 3 retrofit must be available and approved by ARB for this program prior to submission of the application to the District. To view the most current list of eligible retrofits, please visit:

<http://www.arb.ca.gov/diesel/verdev/verdev.htm>.

3.2 Available Funding

The District anticipates funding school bus retrofits in the amount of up to \$20,000 per school bus. The \$20,000 maximum may be used for following eligible items:

- The cost and installation of the retrofit device
- Up to \$2,500 per school bus funded may be used towards the purchase of a cleaning machine
- Up to \$300 per school bus funded may be used for data logging
- One (1) spare filter for up to every 20 school buses funded
- Necessary electrical infrastructure

This is a reimbursement program. Awardees will be reimbursed for eligible invoiced costs up to the grant amount. Any costs greater than the grant amount will be the responsibility of the awardee. Work performed prior to an executed agreement with the District will be ineligible for funding. This includes any electrical infrastructure and data logging started prior to the executed agreement.

3.2.1 Funding Type

The funding for selected projects will be in the form of a grant agreement. The grant agreement may include substantial involvement between the District and the awardee in the performance of the work supported. The District and applicant selected for funding shall negotiate precise terms and conditions of the grant agreement.

3.2.2 Partial Funding

In appropriate circumstances, the District reserves the right to partially fund applications. Based upon ranking criteria as stated in Section 5.0 of this RFA, some school buses proposed on a project may not be selected until a later date or not funded at all.

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3.3 Reporting Requirements

Annual reports will be required for the first five (5) years of the project. These reports will be provided by the District and mailed to the awardee based upon the installation or invoice date of the retrofit. Awardees will be required to report fuel usage and annual mileage. Awardees will also need to report any maintenance performed over the reporting period and any issues regarding the retrofit.

3.4 Project Period

Grants resulting from this solicitation will begin July of 2015. A Payment Procedures packet will be sent to awardees with a copy of the final executed agreement. Awardees will be required to own and operate the retrofitted school bus for a period of five (5) years within the state of California.

3.5 Additional Requirements

By signing the application, the awardee agrees to comply with the following if selected for funding.

3.5.1 Procurement

The awardee will ensure all procurement transactions will be conducted in a manner providing full and open competition consistent with U.S. EPA regulations under 40 CFR part 30.43, 31.36 or 35.6555, as applicable. In accordance with 40 CFR Part 30.45, 31.36(f) or 35.6585, as applicable, applicants must perform a cost or price analysis in connection with every procurement action, including contract modifications.

3.5.2 Utilization of Disadvantaged Business Enterprise (DBE)

The awardee agrees to comply with the requirements of U.S. EPA's Disadvantaged Business Enterprises (DBE) Program in Procurement under assistance agreements as set forth in 40 CFR Part 33. The U.S. EPA's DBE Rule can be accessed at <http://www.epa.gov/osbp>. In addition, awardees must also agree to make good faith efforts whenever procuring construction, equipment, services and supplies under a federally funded grant agreement, and to ensure that prime contractors also comply with 40 CFR Section 33.301. Records documenting compliance with the six faith good efforts shall be retained.

Some retrofit devices require supplemental energy to oxidize collected soot (regeneration), which may necessitate the installation of an electrical outlet. If an awardee has an existing contract with an electrician, the awardee does not need to solicit for the services of an electrician – the awardee may use, for the installation of such an electrical outlet, an electrician with which the awardee has an existing contract. The awardee will be required to provide a written statement

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verifying that a contract with an electrician exists and that the actual contract is available for inspection upon request.

If the awardee does not have an existing contract with an electrician, then the awardee must solicit for the services of an electrician, and while doing so comply with 40 CFR Section 33.301 and retain records documenting compliance with the six good faith efforts.

3.5.3 Prevailing Wages and Professionals

If applicable, the selected awardees shall follow all provisions of State Labor Code Section 1771 regarding prevailing wages. If projects involve installation or construction, the selected awardees agree that only licensed professionals will be used.

3.5.4 Data Universal Numbering System Number

All program awardees must have and include in their proposal (see section 4.1.1) a Data Universal Numbering System (DUNS) number. A DUNS number is the nine-digit number established and assigned by Dun and Bradstreet, Inc. (D&B) to uniquely identify business entities. A DUNS number may be obtained from D&B by telephone (currently 866-705-5711) or the Internet (currently at <http://fedgov.dnb.com/webform>).

3.5.5 Other Federal Requirements

Other Federal Requirements may be required of the applicant and will be listed in the grant agreement between the applicant and the District.

4.0 Response Submittal Requirements

4.1 Contents of Proposal

Submitted proposals must follow the format outlined below and all requested information must be supplied. Failure to submit all requested information may result in the proposal being deemed unresponsive and disqualified from consideration.

4.1.1 Application

See Appendix A for application. All boxes must be filled out. Copy pages 9 and 10 as needed for each school bus being applied for.

4.1.2 IRS form W-9.

4.1.3 Photographs of the engine and school bus data plate.

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The photographs can be in hard or electronic format. The photographs must be legible to confirm the following:

- Gross Vehicle Weight Rating (GVWR)
- Vehicle Identification Number (VIN)
- Engine serial number
- Engine model year
- Engine Family Name

If the engine data plate is missing or illegible, please submit documentation confirming the serial number and engine family name.

4.1.4 Copy of the current CHP Safety Certification (CHP form 292) for each school bus on the application.

4.1.5 Copy of the current Department of Motor Vehicles registration for each school bus on the application.

4.1.6 Copy of the ARB Executive Order(s), including all attachments, for the proposed retrofit(s).

4.1.7 Dated and itemized dealer quote for the retrofit(s) to be purchased.

4.2 Proposal Submission

4.2.1 Submittal

Proposals must be received at the address below (post marks are not accepted), no later than 5:00PM Pacific Daylight Time on June 25, 2015, and shall be directed to:

Deu Moua
Air Quality Specialist
San Joaquin Valley Air Pollution Control District
1990 E. Gettysburg Ave.
Fresno, CA 93726-0244
Email: weberip@valleyair.org

For proposals submitted to through email, please label the subject line as **Statewide Retrofit Application**.

Late proposals will not be accepted. Any correction or resubmission by the proponent will not extend the submittal due date.

4.2.2 Late and Incomplete Applications

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Applications may be immediately rejected if received at any time after the exact due date and time set for receipt of applications.

Incomplete applications received will not be considered for this funding cycle, however, they may be held for potential future funding cycles.

4.2.3 Disposition of Proposals

All applications become the property of the District. Any application selected for funding will be considered public information once entered into a fully executed agreement with the District.

4.3 School Board Resolution.

A resolution from the school board authorizing the submittal of the application and identify the individual authorized to implement the school bus retrofit project will be required prior to funding. The resolution is not required at time of application; however, one will be required prior to agreement execution. A letter from a duly authorized official with authority to make financial decisions may also be accepted in place of a resolution.

5.0 Proposal Evaluation

All school buses will be ranked individually based upon the air district they are located in.

5.1 Air District

Priority will first be given to those school buses located within small air districts, then medium, and then large, as defined by the California Air Pollution Control Officers Association. To determine the air district you are located in, please visit <http://www.arb.ca.gov/app/dislookup/dislookup.php>. The following are lists of small, medium, and large air districts.

Small	Medium	Large
Amador County APCD Antelope Valley AQMD Butte County APCD Calaveras County APCD Colusa County APCD El Dorado County APCD Feather River AQMD Great Basin Unified APCD	Monterey Bay Unified APCD Placer County APCD Mojave Desert AQMD Santa Barbara County APCD Ventura County APCD Yolo-Solano APCD	Bay Area AQMD Sacramento Metro AQMD San Joaquin Valley APCD San Diego County AQMD South Coast AQMD

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Glenn County APCD Imperial County APCD Lake County AQMD Lassen County APCD Mariposa County APCD Mendocino County APCD Modoc County APCD North Coast Unified APCD Northern Sierra Unified AQMD Northern Sonoma County APCD Shasta County AQMD Tehama County APCD Tuolumne County APCD Siskiyou County APCD	Eastern Kern County APCD San Luis Obispo County APCD	
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5.2 Engine Model Year

After the school buses are ranked by air district, school buses with newer engine model years will be given priority and ranked higher as they are expected to have a longer project life.

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Application

The following application must be completed and submitted with all other required documents as stated in Section 4.1 by the due date. Photocopy section B and C of the application for additional school buses being applied for. Section D is to be signed by the signing authority. Section E of the application is to be completed only if a third party fills out any part of the application.

A.	APPLICANT INFORMATION	
Applicant Type: <input type="checkbox"/> School District <input type="checkbox"/> JPA <input type="checkbox"/> Private Transportation Agency		
Applicant Name:		
Street/Mailing Address:		
City:	State:	Zip Code:
Contact Name:	Contact Title:	
Contact Phone:	Contact Fax:	
Contact E-mail:		
Person with Contract Signing Authority and Title:		
Data Universal Numbering System (DUNS) Number:		
Air District Served by School District:		
If JPA or Private Transportation Agency, please list associated school districts:		
Number of School Buses in Fleet:	Number of School Buses to be Retrofitted:	

**** COMPLETE A SEPARATE SHEET FOR EACH VEHICLE ****

Vehicle ___ of ___

Please provide the requested information on this page for the school bus proposed to be retrofitted.

B.	GENERAL INFORMATION ABOUT EXISTING SCHOOL BUS	
1.	School District School Bus Identification Number:	
2.	School Bus Storage Address:	
3.	City:	4. Zip Code:
5.	School Bus Make/Manufacturer:	
6.	School Bus Model:	7. School Bus Model Year:
8.	School Bus Type: <input type="checkbox"/> Type C (Conventional) <input type="checkbox"/> Type D (Transit) <input type="checkbox"/> Special Ed <input type="checkbox"/> Other:	
9.	Type of Fuel: <input type="checkbox"/> Diesel <input type="checkbox"/> Gasoline <input type="checkbox"/> Other:	
10.	Estimated Annual Fuel Usage (in gallons) for this School Bus:	
11.	Cumulative Mileage:	12. Average Annual Mileage:
13.	Vehicle License Number:	14. Average Annual Idle Hours:
15.	Vehicle Identification Number (VIN):	
16.	Gross Vehicle Weight Rating (GVWR):	

**** COMPLETE A SEPARATE SHEET FOR EACH VEHICLE ****

Vehicle ___ of ___

B. GENERAL INFORMATION ABOUT EXISTING SCHOOL BUS (CONTINUED)	
16. Engine Make:	17. Engine Model:
18. Engine Model Year:	19. Engine Displacement:
20. Manufacturer's Maximum Brake Horsepower Rating:	
21. Engine Serial Number:	
22. Engine Family Name (e.g., XCEXH0123MAH):	

C. PROPOSED LEVEL 3 RETROFIT TECHNOLOGY INFORMATION	
1. Retrofit Manufacturer:	
2. Retrofit Model:	
3. Retrofit Family Name (e.g., CA/DON/2009/PM3+N00/ON/DPF02):	

D.	SCHOOL DISTRICT/ORGANIZATION CERTIFICATION SECTION
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I hereby certify that all information provided in this application and any attachments is true and correct to the best of my knowledge, and that I have read, understand, and will comply with the requirement of the entire RFA.

Printed Name of Signing Authority:	Title:
Signature of Signing Authority:	Date:

E.	THIRD PARTY INFORMATION
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This section must be completed if any part or all of the application was filled out on your behalf, by a third party.

1.	Contact Name and Title of Third Party:
2.	Business Name:
3.	Phone Number:
4.	Cost of Services (not eligible for funding reimbursement):
5.	Source of Funds:

I hereby certify that all information provided in this application and any attachments is true and correct to the best of my knowledge, and that District funds may not be utilized to compensate third party services.

Printed Name of Signing Authority:	Title:
Signature of Signing Authority:	Date: