

SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT

# REQUEST FOR PROPOSAL

## DERA HEAVY-DUTY TRUCK VOUCHER PROGRAM

The San Joaquin Valley Air Pollution Control District (SJVAPCD) is seeking proposals for Vendors to participate in implementing a voucher program to replace on-road heavy-duty trucks with engine model years 2002 and older. The existing trucks will be replaced with trucks that meet or exceed the California Air Resources Board 2007 emission standard.

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**Submittal:** One (1) hard copy of the RFP application and associated support documents must be received at the address below on or before:

Monday, February 28, 2011 – 5:00 PM

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

**Address to:** Aaron Tarango  
Supervisor, Strategies and Incentives Department  
San Joaquin Valley Air Pollution Control District  
1990 East Gettysburg Avenue  
Fresno, CA 93726-0244

**Issuance Date:** January 24, 2011

**RFP Number:** DERA 0-01

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## 1.0 Background

The SJVUAPCD is comprised of eight counties within the San Joaquin Valley: San Joaquin, Stanislaus, Madera, Fresno, Merced, Tulare, Kings, and the valley portion of Kern with a 2009 estimated population of 3,975,000. As stated by ARB, goods movement has now become the dominant source of transportation-related ozone and fine particulates (PM<sub>2.5</sub>) in the state. Ozone and PM<sub>2.5</sub> contribute to premature death, cancer risk, respiratory illnesses, and heart disease. The enclosed air basin of the region results in very poor dispersion and exposure to PM<sub>2.5</sub> and ozone well above the current federal health standards. Annual exposure above the federal PM<sub>2.5</sub> alone has been estimated by ARB to result in 1,000 excess deaths in the San Joaquin Valley. According to the 2003 California Health Interview Survey conducted by University of California Los Angeles (UCLA), six of the eight counties in the San Joaquin Valley have a higher average of children under 18 with asthma and seven of the eight counties have a higher rate of children having asthma attacks compared to the state average.

The challenges faced by the San Joaquin Valley with respect to air quality are unmatched by any other region in the State. The Valley's topography, climate, geography and the presence of two major transportation corridors connecting northern and southern California all contribute to the region's difficulty in achieving compliance with the health based standards for particulate matter and ozone. Despite major reductions in emissions and corresponding improvements in air quality, San Joaquin Valley continues to face difficult challenges in meeting the federal ambient air quality standards. As an "extreme" non-attainment area for ozone, all efforts must be made to reduce emissions from diesel fueled sources.

The primary goal of this Request for Proposals (RFP) is to replace 48 on-road heavy-duty trucks that are owned by small businesses in the state of California and operated at least 50% of the time within the SJVAPCD boundaries.

This RFP is being issued to select vendors who possess the ability to assist the SJVAPCD in implementing a voucher program to replace old, high polluting trucks with newer, cleaner trucks. The vendors must document within the proposal the ability to meet the requirements set forth within this proposal. Proposals must be submitted in the required format and within the required time period to be considered.

## **2.0 Contact Person**

Technical questions regarding this RFP should be addressed to:

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

## **3.0 Schedule of Events**

January 24, 2011	Release of RFP
February 28, 2011	RFP Closes (No Later than 5:00 PM)
March 3, 2011	Review and Selection of Approved Vendors
March 8, 2011	Dealer Training (subject to change)

## **4.0 Award Information**

### **4.1 Objective**

The District is requesting proposals for vendors interested in assisting the SJVAPCD in implementing voucher projects that will achieve a significant reduction in diesel emissions. These voucher projects will provide an expedited process for truck owners (beneficiary) to receive financial assistance to replace their existing old, high-polluting trucks with newer cleaner trucks. Eligible existing old trucks will have an engine model year 2002 or older and meet the eligibility criteria set forth in the Diesel Emission Reduction Act (DERA) Heavy-Duty Truck Voucher Program Guidelines (Guidelines). Contracted vendors will assist the truck owners with the application process as well as inspecting the existing truck for eligibility. The vendors will provide the voucher amount as a down payment on the purchase to create an expedited process for the beneficiary and will be reimbursed by the SJVAPCD upon receipt of a complete reimbursement request. The vendor will take possession of the existing truck and ensure that it is dismantled by a facility certified by the SJVAPCD and in accordance with the Guidelines.

For this funding allocation, the District is seeking vendors who will be responsible for assisting the potential beneficiaries with the application process, collecting associated documents to prove eligibility, inspecting the existing vehicle and replacement vehicle, and submitting the application to the SJVUAPCD. Voucher reimbursement will be made directly to the vendor upon receipt and approval of a complete claim for payment package.

#### 4.2 Available Funding

Vouchers will be issued for 25% of the total purchase price of the replacement truck, up to a maximum of \$45,000.00 per voucher. The District anticipates replacing 48 on-road heavy-duty trucks.

The District reserves the right to make additional awards under this announcement if additional funding becomes available after the original selections. In addition, the District reserves the right to reject all proposals and make no awards under this announcement or to make fewer awards than anticipated.

#### 4.3 Project Management, District Services and Budget

The SJVUAPCD will serve as the program administrator for this project. This role will include the creation of program guidelines and associated documents, outreach materials, and conducting a solicitation for truck vendors. In addition, the SJVUAPCD will review beneficiary applications submitted by the vendors for eligibility and issue an approval voucher or rejection letter within ten working days. Payment will be issued to the vendor within 20 working days of the receipt of a complete claim for payment package. The vendors will assume the role of the sub-grantee. They will be responsible for assisting the potential beneficiaries with the application process, collecting associated documents to prove eligibility, inspecting the existing vehicle and replacement vehicle, and submitting the application to the SJVUAPCD. The vendor will also be responsible for delivery of the existing vehicle to a dismantler after award to the beneficiary. The vendor will pass the financial benefit to the beneficiary in the form of a reduction of the final purchase price of the vehicle and will receive direct payment from the SJVUAPCD upon submittal of a claim for payment. Lastly, the SJVUAPD will audit vendors and project records to ensure that the program is administered per program guidelines.

#### 4.4 Project Period

The estimated project period for awards resulting from this solicitation will begin on **March 14, 2011**. The SJVUAPCD will accept voucher applications from beneficiaries until the funds are exhausted.

#### 4.5 Additional Requirements

##### 4.5.1 Disadvantaged Business Enterprise (DBE) utilization

The selected vendors(s) shall not discriminate on the basis of race, color, national origin or sex in the performance of any projects selected for funding under this RFP. The selected vendors(s) shall carry out applicable requirements

of 40 CFR part 33 in the award and administration of contracts awarded as a result of any grant agreement resulting from this RFP.

Vendors must employ the six good faith efforts described in 40 CFR 33.301 in any subcontracting occurring as a part of any project receiving funding as a result of this RFP.

If a sub-contractor will be utilized, the attachment section of the proposal package must contain a completed EPA Form 6100-4—DBE Program Subcontractor Utilization Form, and EPA Form 6100-3—DBE Program Subcontractor Performance Forms from each subcontractor. EPA forms and information on the DBE Rule, forms, and fact sheets can be downloaded from [http://www.epa.gov/osbp/dbe\\_forms.htm](http://www.epa.gov/osbp/dbe_forms.htm).

#### 4.5.2 Debarment and Suspension

In order to be eligible for participation in this RFP a vendor must not presently be debarred, suspended, proposed for debarment, declared ineligible, voluntarily excluded from participation, or otherwise excluded from or ineligible for participation under federal assistance programs. Vendors must ensure that all subcontractors employed for conduct of this project certify to the vendors compliance with this provision of law.

### 5.0 Response Submittal Requirements

The following documents must be filled out and submitted:

1. RFP Proposal Application – Appendix A
2. Copy of DMV Dealers License for the past 2 years

A RFP Proposal Application (appendix A) and associated documents must be submitted for each physical location of a company that wishes to be considered for participation in this program.

### 6.0 Proposal Evaluation

#### 6.1 Evaluation Criteria

Each proposal will be reviewed by SJVAPCD staff to determine if all eligibility criteria have been met. Eligibility criteria will be as follows:

1. Vendor's physical location is within the San Joaquin Valley APCD's boundaries.

2. The Vendor has been in the business of selling new and used on-road heavy-duty trucks for at least 2 years. If a vendor has multiple locations, each location must independently meet this criteria.
3. The Vendor must have a DUNS number. A DUNS number is a unique, non-indicative 9-digit identifier issued and maintained by D&B that verifies the existence of a business entity globally. Dun & Bradstreet (D&B) assigns DUNS numbers for each physical location of a business. Registration for a DUNS number can be done, at no charge, at the following website, <http://fedgov.dnb.com/webform/>.
4. The Vendor must register their DUNS number with the Central Contractor Registration (CCR) at <http://www.bpn.gov/ccr>. The CCR is the primary registrant database for the U.S. Federal Government. CCR collects, validates, stores and disseminates data in support of agency acquisition missions.

#### **7.0 Confidential Information**

Proposal applications containing trade secret or confidential information must be received with a request for confidential treatment of information. The vendor must separate information requested to be kept confidential into an attachment, and referenced where necessary within the proposal application.

Proposal applications selected for funding, excluding confidential attachments, will become public records upon execution of a grant agreement with the District.

**SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT  
DERA Heavy-Duty Truck Voucher Program  
APPENDIX A  
Request for Proposal APPLICATION**

**SECTION 1 - VENDOR INFORMATION** (PLEASE PRINT OR TYPE)

<b><u>ORGANIZATION INFORMATION</u></b>			
1. Organization or Company Name:			
2. Address:			
3. City:	4. State:	5. Zip Code:	
6. Mailing Address (if different from above):			
7. City:	8. State:	9. Zip Code:	
10. Phone Number:	11. Fax Number:	12. E-mail Address:	
13. How many years has this company been in business:		14. How many years has this particular location been in business:	
<b><u>PRIMARY CONTACT INFORMATION</u></b>			
15. First and Last Name:		16. Contact Title:	
17. Phone Number:	18. Fax Number:		
19. Alternate Contact Number:	20. E-mail:		
<b><u>SECONDARY CONTACT INFORMATION</u></b>			
21. First and Last Name:		22. Contact Title:	
23. Phone Number:	24. Fax Number:		
25. Alternate Contact Number:	26. E-mail:		
<b><u>SIGNING AUTHORITY INFORMATION</u></b>			
27. First and Last Name:		28. Contact Title:	
29. Phone Number:	30. Fax Number:		
31. Alternate Contact Number:	32. E-mail:		
<b><u>ADDITIONAL INFORMATION</u></b>			
33. DUNS#:	34. DUNS Number is Registered with the CCR <input type="checkbox"/> Yes <input type="checkbox"/> No		