

SAN JOAQUIN VALLEY AIR POLLUTION CONTROL DISTRICT
REQUEST FOR APPLICATIONS
REMOVE II
VANPOOL VOUCHER INCENTIVE PROGRAM

The San Joaquin Valley Air Pollution Control District (District) is seeking applications for the provision of passenger subsidies. These incentives will serve to attract new passengers to commuter vanpools and promote behavioral changes that will continue well into the future and beyond the time period for which the incentive is provided. The program will also assist the District in meeting air quality goals.

Submittal: One (1) application with original signatures must be received at the address below. The solicitation will remain open for the duration of the program.

Address to:

Colette Kincaid
Senior Air Quality Specialist

Or

Christy Sharp
Air Quality Specialist II

REMOVE II Program
San Joaquin Valley Air Pollution Control District
1990 East Gettysburg Avenue
Fresno, CA 93726-0244

Issuance Date: June 14, 2011

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1.0 Background

This Request for Applications (RFA) is being issued to select vanpool agencies who can legally conduct commuter vanpool projects within the boundaries of the San Joaquin Valley Air Pollution Control District (District). The vanpool agencies must possess the substantial expertise required to legally run a vanpool. Applications must be submitted in the required format provided by the District and must comply with all program rules and regulations.

The challenges faced by the San Joaquin Valley (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. The San Joaquin Valley does not meet current Federal health-based ambient air quality standards for ozone and PM_{2.5} and has been classified as Extreme Non-attainment for the 1-hour ozone and the 8-hour ozone standards.

The primary goal of this RFA is to replace single occupant vehicle (SOV) commutes in the region by increasing passenger ridership in commuter vanpools. An increase in commuter vanpools on the road will assist the District in the attainment of federal and state air quality standards.

2.0 Contact Person

Technical questions regarding this RFA should be addressed to:

Christina Sharp
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
Email: Christina.Sharp@valleyair.org

3.0 Schedule of Events

- June 13, 2011 Release of RFA
- Review, selection, and contracting with vanpool agencies will occur following application submittal
- RFA: Remains Open

4.0 Application requirements and procedures

Application to the San Joaquin Valley Air Pollution Control District (District) to become a verified vanpool agency will be for the purpose of replacing single occupant vehicle commutes for alternative transportation measures. Before you

fill out an application, you must agree to the following requirements and procedures:

Requirements:

1. Vanpool must originate within the boundaries of the District and must commute a minimum of twenty (20) miles one-way, however, the final destination of the vanpool may be outside of the District boundaries. There is no minimum mileage requirement for miles traveled within the District boundaries.
2. Vanpool riders that receive the subsidy must reside within the geographic boundaries of the District.
3. Incentive amount of \$30 per voucher per month will be used as partial payment to the participating vanpool agency.
4. The participating vanpool agency will submit redeemed vouchers to the District for reimbursement along with a Claim for Payment Form on a regular basis.
5. Riders may re-apply to the District for vanpool vouchers for a maximum of three (3) rounds/years of incentives.
6. The driver of the vanpool has signed an agreement with the participating vanpool agency to operate the vanpool in a nonprofit manner. The driver has a Class C license, carries proof of a Class B medical, and maintains in the vehicle a signed statement or declaration per Section 12804.9, j.
7. The vehicle is maintained and serviced to meet the requirements found in AB 550 and Section 34509, a through e, of the Vehicle Code.
8. Vanpool vehicles, as defined in Section 668 of Vehicle Code, and vanpool vehicles when used for purposes other than traveling to and from work location and transporting not more than 10 persons not including the driver, shall be exempt from the regulations adopted pursuant to Section 34501, except that the following shall apply:
 - The vanpool shall be equipped with an operable fire extinguisher which is of the dry chemical or carbon dioxide type and an aggregate rating of at least 4-B:C and which is securely mounted and readily accessible.
 - The vanpool vehicle shall be equipped with a first aid kit, conforming to the minimum requirements for school buses. First

aide kits shall be readily visible, accessible, and plainly marked "First Aid Kit."

- The vanpool vehicle shall be regularly and systematically inspected, maintained, and lubricated in accordance with the manufacturer's recommendations, or more often if necessary to ensure the safe operating condition of the vehicle. The maintenance shall include, as a minimum, an in-depth inspection of the vehicle's brake system, steering components, lighting system, and wheels and tires, to be performed at intervals of not more than every six months or 6,000 miles, whichever occurs first.
 - Participating vanpool agencies shall document each systematic inspection, maintenance, and lubrication, and repair performed for each vehicle under their control. Required records shall include services performed, the person performing the service, the date, and the mileage on the vehicle at the time of the repair. The record shall be maintained with the vehicle for one year, and shall be presented upon demand to any authorized representative of the California Highway Patrol or District upon request.
 - Vanpool vehicles being operated pursuant to the exceptions specified in this section shall display, upon the rear and sides of the vehicle, a sign or placard, clearly visible and discernable for a distance of not less than 50 feet, indicating that the vehicle is being used as a vanpool vehicle.
9. Detail maintenance and repair records must be maintained. A summary of routine maintenance and inspections is kept in the vehicle.
 10. This vehicle, driver and its occupants are covered by a \$1,000,000 insurance policy.
 11. Follow all rules and guidelines set forth by the District under the REMOVE II Vanpool Voucher Incentive Program, Guidelines, Policies and Procedures (attached to this RFA).

Procedures:

1. Fill out a REMOVE II Vanpool Voucher Incentive Program: Participating Vanpool Agency Application and submit Form W-9 with a copy of insurance.
2. After acceptance into Vanpool Voucher Incentive Program, sign drafted contract agreement with District.

5.0 Review Criteria Applied to Evaluation of Applications Submitted

District staff will evaluate applications and recommend the selection of the participating vanpool agency to the Executive Director/Air Pollution Control Officer (APCO). The Executive Director/APCO shall select applications for approval.