

**Questions and Answers for the Fiscal Year 2021-22
Electric Bicycle Incentives Project
Applicant Zoom Teleconference
April 20, 2022**

Introduction

On April 20, 2022, California Air Resources Board (CARB) staff held an Applicant Zoom Teleconference to answer questions regarding the Fiscal Year (FY) 2021-22 Electric Bicycle Incentives Project Solicitation (solicitation). The solicitation is for an administrator to implement the Electric Bicycle Incentives Project (EBIP) for FY 2021-22, with the potential to extend the grant for fiscal years FY 2022-23 and FY 2023-24 should funding become available. The total funding available under this solicitation is \$10 million.

EBIP is a new project intended to encourage adoption of electric bicycles by low income individuals as a replacement for motor vehicle trips. Consistent with the goals of Senate Bill 375, EBIP will increase access to clean transportation options while offsetting vehicle miles traveled by incentivizing electric bicycles (e-bikes). A portion of project funds will support the development and administration of a virtual bike safety class. EBIP will provide incentives for eligible e-bikes to income-qualified consumers at the time of purchase, on a first-come, first-serve basis. Furthermore, EBIP will pilot an approach that aims to 1) help people replace car trips with e-bike trips, 2) increase access to electric bicycles, and 3) reduce greenhouse gas emissions and improve air quality.

The administrator selected through this competitive solicitation will assist CARB in developing EBIP and once launched, will handle a variety of day-to-day operations to ensure that EBIP runs smoothly and seamlessly. This includes incentive distribution and processing, conducting education and outreach, maintaining program records, and assisting CARB in the drafting of an implementation manual, among other tasks. The full list of administrator responsibilities is included in Section 7— the Scope of Work, on pages 3-10 of the solicitation.

Please note, the solicitation aims to find an administrator for a statewide funding program, and there will be a separate process to apply for EBIP funding to purchase an electric bicycle.

The questions answered in this document include questions received via email before the teleconference and questions asked during the teleconference. The responses below provide more written detail than what was discussed at the teleconference. The following written responses take precedence over verbal responses provided during the teleconference.

Application submission

Please follow the instructions on pages 10 and 11 of the solicitation for submitting an application. The application package must be submitted and CARB must receive it before 5:00 p.m. PDT on May 11, 2022. Please email aria.berliner@arb.ca.gov to let CARB know that a hard copy is on the way.

Questions and Written Responses

The following questions have been categorized in to four sections: Budget, Program Scope, Who Can Apply, and Miscellaneous.

Budget Questions

Q. Does the 25% max admin incentive processing fee come off the \$10M total (which includes bike safety funding) or \$9M that doesn't include bike safety funding?

A. The 25 percent maximum for administration is for processing the full \$10 million.

Q. Is the 5% indirect cost maximum for the program administration measured off the total \$10 million program budget, \$9 million budget for the rebate minus the bike safety component or the budget for the program administrator? Does the indirect cost restrictions apply to a subcontractor to the lead program administrator applicant?

A. Yes, the 5 percent indirect cost maximum for the program administration is measured off the \$10 million budget and the 5 percent indirect cost restrictions do apply to a subcontractor to the lead program administrator applicant.

Q. We understand that the funding is for Fiscal Year 21-22, however what estimated time frame should the administrator schedule out its tasks? 12 months? 9 months?

A. CARB has until June 30, 2024 to encumber the funds under the grant and until June 30, 2026 to liquidate the funds. We expect applicants to provide timelines that demonstrate their expectations for when tasks would be completed as part of their project plans

Q. Can you elaborate on the type of in-kind services vs. match funding and what is eligible?

A. On page 14 of the solicitation, it explains, "In-kind services refer to goods or services contributed by the Grantee but not charged to EBIP, which help to more effectively and efficiently meet the goals of the program. Match funding refers to funds contributed by the Grantee to EBIP to fund eligible electric bicycles. An applicant may propose that match funding be used to fund electric bicycles as part of EBIP in a specific California region (such as an air district). Match funding does not include in-kind match (i.e. funding for other incentive projects, even if for similar bicycles or technologies).

Q. Can you clarify how much funding you can apply for?

A. \$10 million.

Q. In the Bay Area, we've developed an online platform to pre-qualify applicants to an e-bike program; could this be used as an in-kind match?

A. Provided that you are able to demonstrate the specifics and functionality of the platform, we will make a determination when evaluating the application.

Program Scope

Q. Is CARB considering contracting with multiple administrators to run regional programs rather than a single administrator to run the program statewide?

A. No, this solicitation is only open to a single administrator; however, that does not preclude the ability to include partnerships. We recognize that there are regional needs that might allow for partnerships with an administrator such that incentives can be offered in a tailored way to regions that may need a specific approach.

Q. Under this grant, the applicant will have to distribute incentives across the whole state, but is it possible to restrict it geographically?

A. No, the incentives should be distributed and made available statewide.

Q. Would a county be able to apply and distribute funds to residents within that county only?

A. No, but the county could partner with the administrator to provide incentives within their region.

Q. We're a non-profit in LA starting an e-bike program centered around our neighborhood. I wanted to confirm that CARB is looking for someone to run more of a statewide program as opposed to a local program.

A. We are looking for someone to administer a statewide program. That does not preclude nonprofits and local agencies partnering multiple regions together to make a statewide program with different regional approaches. This program, however, will not support funding for only one neighborhood or region.

Who Can Apply

Q. Is this project open to profit-making companies who develop, manufacture, and sell electric bicycles in order to expedite GHG emissions reductions?

A. For-profit companies are not eligible to be the direct applicant for this solicitation; however, for-profit companies may partner with a public entity or non-profit.

Q. Is this grant available to developers who are developing new multi-family housing in order to put new e-bikes on campus? What about a TMA, they are a non-profit, could they apply?

A. This solicitation is only open to non-profits and public entities. If a Transportation Management Association (TMA) is a 501(c)3, then it could apply as the direct applicant to administer the statewide program.

Q. Does the applicant need to be in a disadvantaged community?

A. No.

Miscellaneous

Q. Part A: It is our understanding that up to 10 percent of the total project funds (\$1 million) is set aside for safety and education purposes. The RFP only references a virtual bike safety class, but does not outline in the scope any additional information about bicycle safety.

A. "Up to 10 percent of the total funding for this purpose is available to support related programs such as safety education programs," SB 129 (Skinner, Chapter 69, Statutes of 2021). A virtual bike safety class needs to be developed in order to ensure that all participants are receiving the same information. Since this is a statewide program, at a minimum, we want to make sure that everyone is at least receiving identical safety information. However, this does not preclude local on-ground safety programs being offered in addition to the statewide program.

Q. Part B: Will the administrator team develop this class and manage the additional funds for safety and education?

A. That is up to the applicant teams – partnerships could support this.

Q. Part C: Is that part of the 25 percent incentive processing fees?

A. Yes.

Q. Part D: Please clarify what activities would constitute safety and education and if the admin team is responsible for that aspect or at least can influence it.

A. The admin team is responsible for the safety and education aspect in conjunction with CARB.

Q. Can you clarify what you mean by "base" vs. "enhanced" incentive amounts – page 4 of solicitation? Is this based on the type of e-bike or the consumer? Meaning are you asking for a base price of the bike, or a base income level of the individual/household?

A. "Base" incentive is for anyone who is eligible to participate in the program; "Enhanced" incentive is for anyone who meets specific parameters beyond the "base"; however, this has not been defined yet and will be determined through future public work group meetings.

Q. Besides providing an incentive for e-bikes, what additional bike equipment does CARB see providing this incentive for (such as bike helmets, bike locks, etc.), if at all?

A. This has not been defined yet and will be determined through future public work group meetings.

Q. Can this incentive stack with local and regional e-bike incentives?

A. This has not been defined yet and will be determined through future public work group meetings.

Q. Given the continued remote work environment for so many organizations, would CARB be amenable to changing the application submission requirement from hard copy to electronic submission/email only?

A. No.

Q. Are we allowed to submit red-lines to the sample terms and conditions so that our approach aligns with the revisions?

A. If you would like to submit red-lines to the sample terms and conditions, please do so as a supplemental attachment to the application. Proposed changes may or may not be considered or accepted, even if you are selected as the administrator.