

**Questions and Answers for the Fiscal Year 2021-22 Third Party Administrator  
Solicitation for Advanced Technology Demonstration and Pilot Projects  
Applicant Zoom Conference  
November 9, 2022**

## **Introduction**

On October 19, 2022, California Air Resources Board (CARB) staff held an applicant Zoom conference to answer questions regarding the Fiscal Year (FY) 2021-22 Advanced Technology Demonstration and Pilot Projects (ATDPP) Third-Party Administrator Solicitation (Solicitation). The questions answered in this document include questions asked during the Zoom conference and questions received via email by 5:00 p.m. PDT Monday October 17, 2022. Staff encourages applicants to read through this document as CARB provides more detailed responses to stakeholder questions than discussed at the Zoom conference. In the event of any differences, the following written responses take precedence over verbal responses provided at the Zoom conference. The questions and answers below are not in the same order as they were asked at the Applicant Zoom Conference; they have been grouped by categories.

## **Budget**

- 1) Question: Match funding is stated as not required, but appears to be part of the evaluation scoring for budget. Is there an expectation of the amount of match funding and how many of the 16-20 points would be awarded specifically based on match funding?**

**Answer:** There is not an expectation of match from the applicant, but CARB has made the contribution of a match to the project an eligible activity. If the applicant contributes a match share there are up to four points that would be given to that application, not 16 to 20 points.

- 2) Question: Is there any preference for cash match vs in-kind match funding?**

**Answer:** No, there is no preference between cash vs in-kind match for this solicitation.

- 3) Question: What is the typical award value expected for each project selected from the forthcoming ATDPP technical solicitation?**

**Answer:** It is estimated that each project award may be between \$5 to \$12 million, but this range is not indicative of any potential funding caps for technical projects.

- 4) Question: CARB states that the funding for the third party administrator cannot exceed 10% of the total project funding, how will the 10% of total project funding be determined?**

**Answer:** The total amount of project funding is \$40 million therefore the maximum amount of funding available for the third-party administrator is \$4 million.

- 5) **Question: For the 10% of total funding, what happens to the 10% if one of the awarded projects gets cancelled for any reason?**

**Answer:** If a project gets cancelled, there is no change to the amount of total funds available, the grant between the third-party administrator and CARB will not change. Costs are paid on a reimbursing basis and not a flat rate.

- 6) **Question: The period of performance appears to be until 15 March 2025, how does that change if one or more projects get delayed in their execution?**

**Answer:** CARB has discretion to extend the agreement between CARB and the third-party administrator another year to accommodate project extensions as well as opt to have the selected third-party administrator administer the FY 2022-23 and FY 2023-24 ATDPP projects.

- 7) **Question: If administered projects are delayed, does this impact the 10% funding for the third party administrator?**

**Answer:** No, delays in projects will not impact the funding for the third-party administrator. Costs are paid on a reimbursing basis and not a flat rate.

- 8) **Question: If the period of performance is extended- will there be additional funding beyond the 10%.**

**Answer:** No, not beyond May 1, 2026 for the FY 2021-22 funding. However, CARB has discretion, without resoliciting, to extend this grant to encompass ATDPP funding for FY 2022-23 and FY 2023-24. Funding from those fiscal years could be used to support administrator costs for any ATDPP project.

- 9) **Question: How much funding is proposed for FY 2022-23 and FY 2023-24 ATDPPs?**

**Answer:** For FY 2022-23 the proposal is \$75 million for ATDPP with a maximum of 10 percent available for the third-party administrator. This proposal will be considered by the CARB Board on November 17, 2022. Funding for FY 2023-24, has not been determined.

- 10) **Question: What is the exact budget period for the FY 2021-22 ATDPP Third Party Solicitation grant agreement?**

**Answer:** The budget period is from grant execution to March 15, 2025 with the option to extend the grant term until May 1, 2026.

## **Project Implementation**

**11)Question:** It appears the Fiscal 2021-2022 ADTPP projects have not been selected yet. How many projects does CARB expect to award?

**Answer:** The FY 2021-22 ADTPP technical solicitation has not been released yet. CARB is expecting between 3 to 5 projects to be selected from the solicitation.

**12)Question:** Does the end of each project transition activity start towards the end of the period of performance for all projects, or when each administered technical project ends?

**Answer:** If there is a change in third-party administrator, the end of the grant transition activity starts toward the end of the performance period of the third-party administrator grant, not at the time the technical projects end.

**13)Question:** Will the Third-Party Administrator develop the grant agreements for selected projects from the FY 2021-22 technical solicitation?

**Answer:** In consultation with CARB, Third-Party Administrator will develop draft grant agreements for selected technical projects for CARB review and approval. However, final grant agreement terms and conditions require CARB advance review and approval before signed.

**14)Question:** Will CARB supply a grant agreement template?

**Answer:** Yes.

**15)Question:** Will the Third-Party Administrator have to keep the technical projects on schedule and attend regular technical project meetings?

**Answer:** Yes, it will be the responsibility of the Third-Party Administrator to keep technical projects on schedule, attend regular technical project meetings, be able to help technical grantees navigate problems. Required duties of the Third-Party Administrator can be found in the section VI Scope of Work of the solicitation and in Appendix B, the Sample Grant Agreement.

**16)Question:** What role does CARB play in technical project implementation?

**Answer:** CARB will maintain an active role in technical project implementation with staff assigned to each project, attending regular meetings, reviewing and approving reports and disbursements, providing guidance and overall oversight and accountability. CARB's duties under the third-party administrator's grant agreement can be found in Appendix B, the Sample Grant Agreement.

**17)Question:** The first task for the Third-Party Administrator is the development of the Project Implementation Manual, how is this different from the Project Implementation Plan?

**Answer:** The Project Implementation Manual is separate from the Project Implementation Plan. The Project Implementation Plan is what the applicant submits with the application and is used to evaluate the applicant during the scoring process. The Manual is what will be developed by the Third Party Administrator with CARB after the third party administrator has been selected, the grant awarded and the grant agreement signed. The Project Implementation Manual is focused on implementing the ATDPP Program's technical projects, while the Project Implementation Plan is the plan that the Third-Party Administrator will use to administer the program. For more details on the requirements for the Project Implementation Manual see Section IV Scope of Work and more detail on the Project Implementation Plan see Appendix A Attachment 5 and Appendix B, the Sample Grant Agreement.

**18)Question: What are key aspects of the Project Implementation Plan?**

**Answer:** Key aspects of the Project Implementation Plan are given in Appendix A - Attachment 5, and Appendix B - the Sample Grant Agreement. Key aspects include how the Third-Party Administrator will provide technical project implementation support, data collection, data reporting, project reporting, disbursement request process, project oversight, coordinate outreach efforts and reporting to CARB. All of these components will be formalized in the Project Implementation Plan.

**19)Question: Will there be new materials for rail and marine given in the solicitation?**

**Answer:** No further information will be added to the solicitation package.

**20)Question: Will CARB share experience for the rail and marine sectors?**

**Answer:** Yes, CARB will share experiences from the rail and marine sectors to facilitate good projects in these categories.

**21)Question: What specific rail and marine experience is CARB looking for the Third-Party Administrator to have?**

**Answer:** During the solicitation process CARB will not provide any further details on the rail and marine sectors beyond what is already in the solicitation package. After the solicitation process has ended and a Grantee is chosen CARB will have an opportunity to collaborate with the Grantee and share where appropriate available information.

## Application Process

**22)Question: Are there page limits for the Implementation Plan or other attachments in the scoring aspects?**

**Answer:** The Applicant General Qualifications (Appendix A Attachment) is limited to two pages and the Project Implementation Plan (Appendix A - Attachment 5) is limited to 16 pages. Exceeding the page limit for these two

attachments will result in a reduction in score for Scoring Criteria C Project Implementation Plan or could result in the application being deemed non-responsive.

**23)Question: Are there page limits to the Implementing Program with Equity Consideration attachments?**

**Answer:** There is no page limit to the Implementing Program with Equity Consideration attachment. Unless stated otherwise in the solicitation, there are no limits to the number of pages for each of the attachments in response to this solicitation. However, applicants are encouraged to include only relevant and responsive information. See response to Question 22 for additional information.

**Staffing**

**24)Question: Do all project staff members need to work in California or can work be done by staff outside California.**

**Answer:** No, all Third-Party Administrator staff do not need to live in California, but the applicant must have its primary place of business operations in California.

**25)Question: Are there any scoring criteria for staff working in California?**

**Answer:** Since only California businesses qualify to apply, failure to meet this requirement will result in disqualification. With regard to staff working in California, refer to Scoring Criteria number 1. As stated in response to Question 24 above, applicant staff will need to have a presence in California and the organization is required to have its primary place of business operation located in the state as required in the Eligibility section of the solicitation. Failure to fully address this requirement will result in disqualification (non-responsive application).