

**Questions and Answers for the Fiscal Year 2019-20
Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project
First Applicant Teleconference
October 14, 2019**

Introduction

On October 14, 2019, California Air Resources Board (CARB) staff held the First Applicant Teleconference to answer questions regarding the Fiscal Year (FY) 2019-20 Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project Solicitation (solicitation). The solicitation is for an administrator to implement the statewide Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) for FY 2019-20, with the potential to extend the grant for fiscal years FY 2020-21 and FY 2021-22 should funding become available.

HVIP is a decade old program that is intended to encourage and accelerate the deployment of zero-emission and other clean heavy-duty vehicle technology in California by providing vouchers for California purchasers and lessees for eligible vehicles on a first come, first-served basis. For FY 2019-20, Staff expect that the HVIP funding allocation will be between \$132 million and \$152 million. On October 24, 2019, the Board will determine the final funding allocation.

The administrator selected through this competitive solicitation will handle a variety of day-to-day operations to ensure that HVIP runs smoothly and seamlessly. This includes voucher distribution and processing, conducting education and outreach, maintaining program records, and assisting CARB in the drafting an implementation manual among other tasks. The full list of administrator responsibilities is included in Section 7— the Scope of Work on page 4 of the solicitation.

Please note, the solicitation is to find an administrator for a statewide funding program—there is a different, and easier process to apply for HVIP funding to purchase a clean bus or truck. Please visit californiahvip.org to learn more about the process to request funding to purchase clean vehicles or email info@californiahvip.org with specific questions.

Second Applicant Teleconference

CARB will host a second applicant teleconference on October 30, 2019, from 11:00 a.m.-12:00 p.m. PDT. During this second teleconference CARB staff will summarize the outcome of the October 24, 2019 Board Meeting, including the final funding allocation to HVIP and any policy changes that will affect the administration of HVIP. Staff will also be available to answer any questions potential applicants may have regarding eligibility, application completion, and other requirements. Email questions to andrea.morgan@arb.ca.gov by 5:00 p.m. PDT on October 29, 2019. Staff expect to post all questions and answers from the first and the second applicant teleconferences to the Low Carbon Transportation Solicitations webpage no later than November 4, 2019. All potential applicants are encouraged to review the questions and answers document—CARB may provide additional detail in the written responses.

Application submission

Please follow the instructions on page 12 of the solicitation for submitting an application. A hard copy of the application must be submitted and CARB must receive it before 5:00 p.m. PST on November 18, 2019. Please email andrea.morgan@arb.ca.gov to let CARB know that a hard copy is on the way. As a clarification—applications are due 5:00 p.m. Pacific Standard Time. A few documents incorrectly identified the due date time as 5:00 p.m. PDT.

Questions and Written Responses

Q. Are School Districts eligible to apply for the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project?

A. Yes- California-based public entities or non-profits, including school districts, are eligible to apply. (See solicitation page 3—Section 6: Eligibility)

Q. In the education and outreach section on pages 5 through 7, the document discusses “outreach strategies to increase the awareness of fleets and dealers of the incentives.” Would CARB be open to receiving applications that included components of education and outreach to fleets and dealers around the overall value of zero emission vehicle (ZEV) procurement and uptake, including making the case for economic and environmental savings that accrue from such a transition. In essence, outreach about ZEV trucks more broadly and not just about the availability of incentives? If so, how would that be integrated into the scoring of any particular applicant?

A. Yes- applicants may submit applications that include education and outreach components or other components that go beyond the tasks outlined in the Scope of Work on pages 4 through 12 of the solicitation. In terms of scoring—the evaluation and scoring criteria are included on page 15 of the solicitation—this section outlines the areas that we will be evaluating when reviewing applications. The applicant’s education and outreach plans are considered as part of the “Ability to promote use of eligible vehicle technology” and applicants can earn up to 5 points for this category. Broad outreach about the business case for and advantages of ZEV trucks can be considered in the scoring of this category. However, to be competitive, applications should be sure to address how they will implement all the tasks identified in the Scope of Work—including education and outreach to increase awareness of incentives as identified on pages 5 through 7 of the solicitation. Applicants will have to demonstrate in the project implementation plan, proposed budget and applicant qualifications that they are prepared and able to complete all the tasks identified in the Scope of Work in addition to any additional components that are not identified in the solicitation.

Q. Can applicants work with partners? For example, can a lead applicant have a partner who focuses on outreach beyond what is required in the scope of work of the solicitation on pages 4 through 12?

A. Yes, organizations are welcome to partner to complete an application. Any applications submitted however, should include a plan that demonstrates how all of the tasks within the Scope and Work will be completed—meaning that partnerships should be formed in

advance of submitting an application and clearly outline the role that each partner will play in implementing HVIP. Applications that include activities beyond the minimum elements should reflect the impact of the additional activities on the budget and ensure that the budget will be sufficient to complete the activities required in the scope of work.

Q. Can we see a copy of the current survey/questionnaire for annual vehicle users that is currently being used?

A. The most recent survey conducted was an online survey that allowed respondents to type their answers into a text field. A copy of the questions from the most recent survey can be found in Attachment 1.

Q. What type of IP is currently being used to administer the incentive program? (What data base, software, etc.)

A. The current HVIP administrator uses a SQL database to manage the voucher requests and HTML pages interact with the database. To manage mailing lists and contacts, the current administrator uses a Dynamics 365 database.

Q. On page 18 of the grant solicitation, it mentions \$1 million matching funds for 16-25 points (max) in the proposed budget section. Does that mean that in order to qualify for the maximum points in this section, the applicant must allocate at least \$1 million in matching funds? And the sample grant agreement mentions matching funds can not be state or federal sources - is that still correct?

A. Yes- in order to qualify for the maximum number of points for the proposed budget, category, applicants would need to provide a combined total of over \$1 million in match funding or in-kind services—meaning goods or services contributed by the grantee but not charged to HVIP. Other state or federal revenue sources cannot be counted as match funding. For a more detailed description of match funding please see page B-22 of the Sample Grant Agreement. Also, please note that the maximum points that can be awarded for this proposed budget category is 20 and not 25.

Q. How does CARB and the current grantee currently coordinate with other eligible funding programs (ie. Carl Moyer, Prop 1B, etc.) to ensure that fleets are not inappropriately accepting multiple funding sources?

A. CARB makes policy determinations about what other funding programs HVIP can co-fund or stack. This is incorporated into an implementation manual that the grantee will help to finalize. Currently, as part of the voucher application process, voucher applicants are required to identify other sources of funding. The grantee will then follow the implementation manual to determine whether co-funding with the other funding source would be allowed. In unique cases not covered by the implementation manual, the grantee will need to raise the issue for CARB to make a case-by-case determination. The grantee may also need to respond to data requests from CARB to provide CARB with information on voucher applications to support CARB's internal efforts to prevent inappropriate use of multiple funding sources.

Q. On page A-4 of the Appendix A, in the Subcontractor Information section it indicates that applicants must attach qualifications narratives for subcontractors. The description of the qualifications narrative on page A-2 indicates that the qualifications narrative must not be more than two pages. Is it two pages total, or two pages for each applicant and subcontractor narrative?

A. After further consideration, CARB has decided to change the response given at the teleconference. To ensure that applicants with multiple project partners are adequately able to highlight their qualifications, CARB will allow two pages to be submitted for each applicant and subcontractor narrative.

Attachment 1: HVIP Questionnaire

Thank you for participating in HVIP! As documented in the Terms & Conditions that accompany each voucher, you are required to provide feedback to CARB on a regular basis.

Your feedback is instrumental to ensure that the program is functioning well and that any potential issues can be addressed. Please fill out the survey below with any comments on your voucher-funded vehicles.

If you are not familiar with these particular vehicles, please pass the survey on to whoever would have this information.

1. Please enter your contact information

Name:

Company:

Email Address:

Phone Number

2. Vehicle Manufacturer(s):

3. VIN(s):

4. Odometer reading(s) corresponding to the above VIN(s):

5. Please provide any additional comments you have on the following topics:

Fuel economy:

Operational Issues:

Maintenance Cost:

Voucher Program Experience:

Any other feedback you would like to provide: