

Clean Vehicle Rebate Project Applicant Teleconference

On August 6, 2014, the California Air Resources Board (ARB) held a Clean Vehicle Rebate Project (CVRP) Applicant Teleconference to answer questions regarding the Fiscal Year (FY) 2014-15 CVRP Grant Solicitation (solicitation). Staff encourages applicants to read through this document as ARB has provided more written detail in their responses to stakeholder questions than what was discussed at the teleconference.

1. Who is the current administrator for this project?

The Center for Sustainable Energy (CSE) is the current CVRP administrator.

2. Is ARB looking for one grant administrator for the entire state, or for smaller area projects (e.g. San Diego specific program)?

ARB is soliciting a Grantee to administer CVRP and the Increased Incentives for Public Fleets in Disadvantaged Communities (Public Fleet Pilot Project), both of which are statewide projects.

3. Is the solicitation for one administrator for both the CVRP and the Public Fleet Pilot project, or is it one administrator for each project?

ARB is soliciting one Grantee to administer both CVRP and the Public Fleet Pilot Project.

4. The AQIP Application requests “information for each staff member to be involved in the developing, implementing, or administering CVRP.” Is it acceptable to include employees who spend the majority of their time (more than 50% of annual hours) on CVRP and summarize junior staff by category?

Yes. Including employees who spend the majority of their time on CVRP and providing a summary of junior staff in the AQIP Application is acceptable. As specified in the AQIP Application, Attachment 1 (Appendix A), please provide information for each staff member involved in developing, implementing, or administering CVRP.

5. **The AQIP Application requests information on “partner entities” of the applicant and requests names and other information on “any and all subcontractors and partners.” Is it acceptable to include subcontractors who are hired exclusively to work on the CVRP by the applicant?**

Yes. Applicants must provide the information outlined in the AQIP Application, Attachment 1, which requires names and other information.

6. **In cases where multiple individuals work on the project is organization name and expected duties acceptable?**

In addition to organization name and expected duties, applicants must list all information outlined in Appendix A, Attachment 1.

7. **The grant term indicates completion on May 31, 2015. Is there an option for this date to be extended if vehicle funding is not fully expended by May 31, 2015?**

The date given for the grant term in the Sample Grant Agreement is a typo. The correct date for the grant term is June 30, 2017.

8. **The “Time Period” indicates Final Report and request for final payment must be received by ARB no later than May 31, 2015. Is there an option for this date to be extended if vehicle funding is not fully expended by May 31, 2015?**

See response to question 7.

9. **The “Time Period” indicates ARB Executive Officer retains authority to terminate or reduce the dollar amount of the grant if 60% of project funding has not been expended by January 1, 2015. Is there an option for this date to be extended?**

The Sample Grant Agreement provided in the Solicitation package is a sample. ARB will revisit and revise this grant provision once a Grantee has been selected.

10. **Grantee Duties and Responsibilities #C indicates the Grantee must develop “public webpages that may be hosted at ARB’s discretion on the Grantee’s webpages, ARB webpages, or an ARB-approved third party webpage.” The level of effort required to transfer integration of the project’s backend cloud storage system and cloud based CRM system, which houses the CVRP**

database, from the current CVRP website to an alternative website depends on the alternative and is currently difficult to estimate based on information in the solicitation. Varying technical considerations, structures, policies and procedures potentially associated with an alternative webpage and host organization could require significantly different levels of resources. Can ARB provide any additional information regarding technical support to be provided by ARB or other parameters of the transfer?

ARB is requesting the applicant to provide its best estimate. Once a Grantee is selected, ARB will work with the Grantee to determine the level of technical support needed for a potential transfer.

11. Is the rebate processing fee disbursement schedule identified in the Sample Grant Agreement (Appendix C) negotiable? The current structure could potentially cause cash flow issues.

The Sample Grant Agreement (Appendix C) included in the solicitation is a sample document and ARB in its sole discretion will consider revising the rebate processing fee disbursement schedule in the final grant agreement.

12. Where is the appropriate place in the AQIP Application to include an alternative proposal for the rebate processing fee disbursement schedule?

Applicants may provide an alternative disbursement schedule for the rebate processing fee in Appendix A, Attachment 3 however, ARB will discuss with the selected Grantee whether or not to change the rebate processing fee disbursement schedule which is at ARB's sole discretion.

13. Payment terms from ARB to Grantee are not identified in the solicitation. What payment terms can a Grantee expect from ARB for rebate processing fee invoices (e.g., net 30 days)?

ARB processes invoices within 45 days which is in accordance with the Prompt Payment Act under Government Code Section 927 et seq.