

2010-11 GRANT PROPOSAL SOLICITATION

Air Quality Improvement Program (AQIP)

Hybrid Off-Road Equipment Pilot Project

Mobile Source Control Division
California Air Resources Board
March 29, 2011



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SUMMARY

The California Air Resources Board (ARB) is soliciting a Grantee for the fiscal year (FY) 2010-11 Hybrid Off-Road Equipment Pilot (Off-Road Pilot) Project. This \$2 million project will help accelerate the deployment of new hybrid construction equipment in California by reducing the purchase price of eligible new equipment and substantiating the emission benefits of this technology.¹ This project benefits the citizens of California by providing immediate air pollution emission reductions and stimulating development and deployment of the next generation of hybrid technologies.

This solicitation is open to individuals, public entities or agencies, and organizations with California off-road equipment, vehicle incentive project, or air quality expertise. Project Grant agreements must be executed by June 15, 2011 and all work must be completed by June 30, 2013. Specific requirements of Off-Road Pilot Project Grantee are described in this solicitation. Applications are due to ARB by May 9, 2011.

BACKGROUND

In 2007, Governor Schwarzenegger signed into law the *California Alternative and Renewable Fuel, Vehicle Technology, Clean Air, and Carbon Reduction Act of 2007* (AB 118, Statutes of 2007, Chapter 750). AB 118 created the Air Quality Improvement Program (AQIP), a voluntary incentive program administered by ARB to fund clean vehicle and equipment projects, air quality research, and/or workforce training. ARB's appropriation for AQIP projects in the FY 2010-11 State Budget is \$40 million. Based on projected revenues for the AQIP in FY 2010-11, ARB estimates about \$30 million will be available for grants.

In June 2010, ARB adopted the AQIP Funding Plan for FY 2010-11 (Funding Plan), which serves as the blueprint for expending FY 2010-11 AQIP funds. The Funding Plan focuses AQIP on supporting development and deployment of the advanced technologies needed to meet California's longer-term, post 2020 air quality goals.

The Off-Road Pilot Project provides funding to accelerate deployment of commercialized hybrid construction equipment, as well as funds for testing to validate emission benefits of the hybrid system in the funded equipment vocation. ARB anticipates emissions data and information learned from this project could provide the foundation for a more comprehensive hybrid equipment voucher project in future AQIP funding years. Project data could enable fleets to substantiate lower emission levels for tested hybrid equipment models when demonstrating compliance with ARB's Off-Road Equipment (In-Use) Control Measure. The Off-Road Pilot Project will be administered

¹ In the *AB118 Air Quality Improvement Program Funding Plan for Fiscal Year 2010-11*, the Board approved up to \$3 million for the Off-Road Pilot Project based on a \$40 million appropriation for AQIP projects in the proposed State Budget. The Funding Plan included provisions to scale funding targets based on the final budget allocation and projected revenues in the Air Quality Improvement Fund. Projected revenue for AQIP projects in FY 2010-11 is estimated to about \$30 million rather than \$40 million, so Off-Road Pilot Project funding has been adjusted to up to \$2 million.

and implemented through a partnership between ARB and a Grantee or Grantees, selected via this competitive ARB Grant Solicitation.

ELIGIBILITY

Air districts and other public agencies, hybrid equipment manufacturers, fleets, non-profits, and other entities or organizations with California heavy-duty vehicle, vehicle incentive project, or air quality expertise are eligible to become Off-Road Pilot Project Grantee(s) via this competitive solicitation. The \$2 million in Off-Road Pilot Project funding may be split among multiple Grantees. However, funds shall be awarded to no more than three (3) Grantees, and the minimum award per Grantee is \$500,000. ARB retains the right to adjust the selected Grantee award amounts to promote diversity of hybrid equipment models funded. ARB may consider the nature and extent of any potential or apparent conflict of interest in evaluating each project application.

AVAILABLE FUNDING

The \$2 million in total funding available through this solicitation is dependent upon availability of State funds. If revenues increase beyond current projections, ARB reserves the right to increase the Off-Road Pilot Project grant amount(s) up to the \$3 million total approved in the Funding Plan without resoliciting for a Grantee. No more than 10 percent of each applicant's project funding request may be for project administration. For example, a \$700,000 project grant could have a maximum of \$70,000 in project administration funds. ARB also retains the right to not select any Off-Road Pilot Project Grantee or Grantees due to a lack of responsive project applications, and to direct all or a portion of project funds into other projects identified in the FY 2010-11 AQIP Funding Plan.

ELIGIBLE PROJECTS/SCOPE OF WORK

The Off-Road Pilot Project is comprised of two parts – a hybrid equipment deployment element and a hybrid equipment testing element.

PART I – Equipment Deployment Element

The project deployment element provides funding for up to half the incremental cost of commercialized hybrid off-road equipment. Project applications must justify why the equipment should be considered fully commercialized (as opposed to in the development and demonstration phase), describe how the hybrid equipment works, and provide an estimate of potential percent emission reductions from the hybrid equipment relative to its non-hybrid counterpart. Applicants should also provide a plan for purchase and deployment of project equipment that includes the following:

- The proposed funding amount requested per piece of project equipment.
- The population (number) of project equipment to be funded by the project. Include fleet commitments for equipment purchase, where possible. The proposed equipment funding amount multiplied by the proposed funded equipment population should equal the total equipment funding request.
- Proposed or estimated timelines for ordering, delivery, and deployment of project equipment.
- Project budget for equipment funded and administration costs.

The project deployment element may also provide funding for the full cost of an ARB-verified diesel particulate filter (DPF) for project equipment if the DPF is surplus to what is required by rule or regulation. For example, if new 2011 or 2012 model year project equipment must meet Tier 3 standards and can meet these standards without a DPF, a DPF is considered surplus and is eligible for project funding. Conversely, if a DPF for project equipment is required to meet its applicable current year emission standards, it is not surplus and is ineligible for Off-Road Pilot Project funding.

'*APPENDIX A: Project Application, Attachment I-B1*' provides the form for describing proposed project equipment and costs. The strongest project applications will maximize the number of pieces of equipment funded and include firm commitments from fleets for equipment deployment.

PART II – Equipment Testing Element

The goals of the Off-Road Pilot Project testing element are to determine the oxide of nitrogen (NO_x), particulate matter (PM), total hydrocarbon (THC), carbon monoxide (CO), and carbon dioxide (CO₂) emission benefits of funded equipment relative to its non-hybrid counterpart. This is to be achieved by completing the following four key sequential tasks:

Hybrid Equipment Testing Element Tasks

- 1) Characterize Equipment Activity
- 2) Develop Equipment Test Cycles/Sequences of Operations
- 3) Perform In-Use Emissions Testing
- 4) Perform Data Analysis and Reporting of Results

The Emissions Testing Guidance included in '*APPENDIX B: Draft Off-Road Equipment Pilot Project Implementation Manual – Attachment 1*' provides minimum requirements

for completion of each of these four tasks, and guidelines for submission of a strong emissions testing proposal. Project applications exceeding these minimum requirements will generally score higher than those which do not.

The Project Implementation Plan for the testing element should provide a plan for completion of each of the above four tasks and include the following information:

- Provide a 'test plan summary'. The test plan summary should describe proposed equipment comparison, highlighting technology differences and the implications for engine operation and emissions, equipment activity to be simulated, pollutants to be measured, emissions measurement systems to be used, number of repeat 'tests' to be performed, duration of emissions sampling, how engine parameter data would be collected, if applicable (e.g., collecting 'broadcast' or 'proprietary' engine electronic control unit data, or using some other means), data quality assurance/quality control procedures, and proposed data analyses goals and methods.
- Describe the engine/equipment activity data to be used to develop the project test cycles/sequence of operations. This may either be previously-collected activity data, and/or the proposed activity data collection plan for the project.
- Describe the proposed engine/equipment test cycle/sequence of operations development and evaluation methodology.
- Provide a 'data analysis plan' for data collected during Task 3. The plan should discuss how the hybrid-base-case equipment comparisons would be accomplished.

Hybrid equipment funded through the deployment element does not necessarily need to be the same piece(s) of equipment data logged and tested during the testing element. For example, the pieces of hybrid equipment a Grantee helps fleets purchase with deployment element funds is not required to be the same equipment used for data collection and emission testing. A Grantee may (if proposed in its project application) propose to use other hybrid equipment of the same vocation, make, and model.

Pieces of hybrid equipment funded under the deployment element of this project may receive additional project funding towards their purchase if also included in the testing element. In other words, a piece of hybrid equipment may be eligible for up to half its incremental cost via the deployment element of this project, but could receive additional project funding by also participating in the testing element. Such equipment could receive up to full incremental cost if needed and utilized for Testing Element Tasks 1, 2, and/or 3 (above) and proposed as such as part of this application.

'*APPENDIX A: Project Application, Attachment II-B1*' provides the form for describing proposed project equipment and costs.

DEFINITIONS

Off-Road Pilot Project definitions are included in Section 5 of '*APPENDIX B - Implementation Manual*'.

APPLICATION REQUIREMENTS

To be considered for a grant award, applicants must fully complete the project application and demonstrate that they meet the required solicitation elements. ARB may request clarification regarding application responses during the application review process.

APPLICATION PROCESS

This application packet contains the forms and information necessary for submittal of a complete application. ARB shall select an Off-Road Equipment Pilot Project Grantee or Grantees in compliance with AQIP Guidelines and applicable State law. Off-Road Pilot Project Grantee selection will be based upon the scoring criteria identified in this solicitation.

If you need this document in an alternate format or language, please contact Grace Garcia at (916) 323-2781 or ggarcia@arb.ca.gov. TTY/TDD/Speech to Speech users may dial 711 for the California Relay Service.

Four signed original copies and one CD of the application, including all the required documents must be received at the Air Resources Board headquarters at 1001 I Street, Sacramento, CA 95812.

Applications submitted by United States Postal Service (U.S. Postal Service) mail must be postmarked by May 9, 2011. Items delivered by UPS, Express Mail, Federal Express or another delivery service provider (other than U.S. Postal Service) must be received by the delivery service provider by May 9, 2011 at 5 p.m. (delivery service provider tracking number may be used to verify date of receipt). Applications must be mailed to the following address:

Grace Garcia
Air Resources Board
Mobile Source Control Division
1001 I Street, P.O. Box 2815
Sacramento, CA 95812

Please send an e-mail to Grace Garcia at ggarcia@arb.ca.gov indicating that you have submitted an application once the application has been mailed. Sending this e-mail secures one of the five points provided for Application Completeness and lets ARB staff know that your formal application is on the way. ARB will send a confirmation e-mail to the applicant once the hard-copy of the application has been received.

No applications may be submitted by fax or email.

Format Requirements

ARB strongly encourages applications to be accurate, brief and clear. Applications will be initially screened for completeness. Applications must include all the required elements identified in 'Appendix A, Application'.

Solicitation Timelines

Public Release of Solicitation	March 29, 2011
Solicitation Bidder Conference	April 20, 2011
Application Deadline	May 9, 2011 5:00 PM
Review/Rating of Applications	May 10, 2011 – May 31, 2011
Grantee Selected	June 1, 2011

Timelines are subject to change at ARB's sole discretion.

EVALUATION AND SCORING

The Off-Road Pilot Project includes both equipment deployment and testing elements, which must both be successfully implemented to ensure this project's success. Applicants must demonstrate adequate Implementation Plans, Budgets, and Expertise/Resources for both elements. Applications must achieve at least half of the possible points for each of the six items identified in Table 1, Parts I and II (below) to be eligible for funding. For example, an application receiving only nine of twenty possible points for its 'Project Implementation Plan - Equipment Testing' would be ineligible for funding. Applicants are encouraged to form partnerships as needed to ensure the project team meets all the criteria needed to successfully complete all project elements. The maximum possible application score is 100 points.

**Table 1:
Application Evaluation Criteria and Maximum Possible Scores**

	(Part I) Equipment Deployment Element*	(Part II) Equipment Testing Element*	TOTAL
Project Implementation Plan	20	20	40
Project Budget	15	15	30
Expertise, Experience and Resources to Successfully Implement the Project	10	10	20
Application Completeness			10
TOTAL			100

*Applications must achieve at least half the maximum possible points for each of the six elements in Parts I and II (above) to be eligible for funding.

The selected applicant(s) will be required to sign a grant agreement with ARB to fulfill the duties of Grantee (See Appendix C for a Sample Grant Agreement). ARB will enter into a grant agreement once revenues approved in the FY 2010-11 Funding Plan are

available. ARB reserves the right to resolicit for Off-Road Pilot Project Grantee(s) or to direct project funding to another project in the Funding Plan.

(Part I) Hybrid Equipment Deployment Element

**Part I-A: Project Implementation Plan for Hybrid Equipment Deployment
(20 points)**

Applicants will be evaluated based on the completeness of their plan for successfully and effectively deploying hybrid construction equipment as described in their Project Implementation Plan, and their ability to complete the work in a timely manner. Applicants must submit separate Project Implementation Plan for the Equipment Deployment and Equipment Testing Elements.

Application Characteristics	Points Earned
Plan is unclear and/or does not provide the highest impact for the funding provided. Equipment proposed for funding is not fully commercialized or the non-hybrid equipment it could potentially replace is not responsible for significant off-road emissions in California. Plan does not include commitments from fleet(s) to purchase/lease or use equipment.	0 – 6 points
Plan is complete, provides sound recommendations for effective and efficient project implementation and administration, and considers the budget. Equipment proposed for funding is fully commercialized construction equipment and the hybrid system shows promise to achieve significant emission reductions. Plan includes commitments from fleet(s) to purchase\lease and utilize some of the equipment identified in the Implementation Plan and meet all other project requirements.	7 – 13 points
Plan is sound and well organized, tailors recommendations creatively and appropriately to successfully implement the Off-Road Pilot Project, provides commitments for effective and efficient project implementation and administration, and includes high-impact, creative activities that maximize the budget. Equipment proposed for funding is fully commercialized and the hybrid system shows promise to achieve significant emission reductions. Non-hybrid equipment it could potentially replace is responsible for significant emissions in California. Plan includes firm commitments from fleet(s) to purchase\lease and use most or all of the equipment identified in the Implementation Plan and meet all other project requirements.	14 – 20 points

Part I-B: Project Budget for Hybrid Equipment Deployment (15 points)

Applicants must identify their proposed budget for deployment of hybrid off-road equipment as identified in the Project Implementation Plan, consistent with the Draft Implementation Manual and the requirements of this solicitation. The budget must describe per equipment and total funds requested, administrative funds, and any applicable commitments for in-kind services and match funding.

In-kind services refer to goods or services contributed by the Grantee but not charged to Off-Road Pilot Project which help to more effectively and efficiently meet the project goals. Match funding refers to funds contributed by the Grantee to the Off-Road Pilot Project to pay additional incremental cost towards purchase or lease of project equipment or purchase additional pieces of hybrid construction equipment. An applicant may propose that match funding be used to fund vehicles as part of the Off-Road Pilot Project in a specific California region only (such as an air basin). Please include discrete budgets for Equipment Deployment and Testing Elements. See Appendix A, Attachment I-B1 for a sample budget.

Application Characteristics	Points Earned
Budget is unclear, inconsistent with the Draft Implementation Manual, the applicant’s Project Implementation Plan, and the requirements of this solicitation, or is insufficient to successfully complete the project. No match funding and no in-kind support is committed and the applicant is requesting the maximum allowable funding for project administration.	0 – 5 points
Budget is relatively clear, detailed, consistent with the Draft Implementation Manual, the applicant’s Project Implementation Plan, and the requirements of this solicitation, and is adequate to complete the project. Costs are represented clearly. Applicant commits match funding or forgoes project administration funding, providing up to fifty percent additional funding towards project equipment. The applicant’s commitment for in-kind support will enable the project to be marginally more effective.	6 - 10 points
Budget is very clear, detailed, consistent with the Draft Implementation Manual, the applicant’s Project Implementation Plan, and the requirements of this solicitation, and is adequate to complete the project. Vehicle and administrative costs are represented clearly, and are appropriate for the level and quality of work to be performed. Applicant commits match funding or forgoes project administration funding, providing over fifty percent additional funding towards project equipment. The applicant’s commitment for in-kind support will enable the project to be significantly more effective.	11 - 15 points

**Part I-C: Expertise, Experience and Resources to Deploy Project Equipment
(10 points)**

Up to ten points will be provided based upon the applicant’s resources, experience and expertise as needed to successfully implement the Off-Road Pilot Project deployment element.

Application Characteristics	Points Earned
Applicant lacks necessary experience or expertise in the off-road equipment field, successfully implementing similar advance technology air quality incentive projects and/or working with construction equipment manufacturers, dealers, fleets, and other stakeholders. The applicant has not demonstrated sufficient resources to successfully implement the project.	0 – 3 points
Applicant has demonstrated the minimum expertise and experience needed to successfully implement the project, based on its history in the off-road equipment field, successfully implementing similar advance technology air quality incentive projects, and/or working with construction equipment manufacturers, dealers, fleets, and other key stakeholders. The applicant demonstrates the minimum resources needed to implement the project.	4 – 7 points
Applicant clearly has the expertise and experience needed to successfully implement the project, based on its history in the off-road equipment field, implementing similar incentive projects, and/or working with relevant equipment manufacturers, dealers, fleets, and other key project stakeholders. The applicant has clearly demonstrated sufficient staff, expertise, infrastructure and/or funding resources to successfully implement the project.	8 – 10 points

(Part II) Hybrid Equipment Testing Element

Part II-A: Project Implementation Plan for Hybrid Equipment Testing (20 points)

Applicants will be evaluated based on the effectiveness and completeness of their plan for determining the emission benefits of project hybrid equipment and their demonstrated ability to complete the work in a timely manner. The testing element includes the following broad objectives:

- Primary goal - pollutant emissions measurements
- Data analysis methods must demonstrate analytical/statistical rigor
- In-the-field, on-board emissions testing is required
- Equipment usage must be 'representative' of the real-world
- Field data for hybrid and conventional equipment must demonstrate 'equivalency' in terms of equipment operations/'work' performed

Testing and data collection methods proposed for funding should be justified and further the understanding of project hybrid equipment emission benefits. The plan includes commitments from participating fleets and/or other partners to complete the defined tasks in a timely manner.

Application Characteristics	Points Earned
Plan is unclear and/or does not provide the highest impact for the funding provided. Plan does not include commitments from project partners (if applicable) to complete key tasks.	0 – 6 points
Plan is complete, provides sound recommendations for effective and efficient project implementation and administration, and considers the budget. Plan includes commitments from project partners (if applicable) to complete key tasks. Proposed project elements are defined and justified. Data analysis methods demonstrate analytical/statistical rigor. Plan provides method for ensuring equipment ‘duty cycle’ will be representative of typical real-world operation. Tasks, responsibilities and timelines are defined. Plan includes for second-by-second real-time emissions data for each project pollutant but not for collection of key in-use engine parameter data such as engine load.	7 – 13 points
Plan is sound, detailed, and well organized, tailors recommendations creatively and appropriately to successfully implement the project, provides commitments for effective and efficient project implementation and administration, and includes high-impact activities that maximize the budget. Plan includes firm commitments from all project partners (if applicable) to complete key tasks identified in the Implementation Plan and meet all other project requirements. Data analysis methods demonstrate strong analytical/statistical rigor. Plan provides method for ensuring equipment ‘duty cycle’ will be representative of typical real-world operation. Tasks, responsibilities and timelines are very well defined and will help ensure technically sound emission testing results. Plan includes for second-by-second real-time emissions data for each project pollutant and for collection of key in-use engine parameter data such as engine load during emissions testing.	14 – 20 points

Part II-B: Project Budget for Testing Element (15 points)

Applicants must identify their proposed budget for hybrid off-road equipment testing and/or data collection as identified in the Project Implementation Plan, consistent with the Draft Implementation Manual and the requirements of this solicitation. The budget must describe funds requested for testing equipment, labor, consulting and other project costs, as well as proposed administrative funds and any applicable commitments for in-kind services and match funding. See Appendix A, Attachment I-B1 for a sample budget.

Application Characteristics	Points Earned
Budget is unclear, inconsistent with the Draft Implementation Manual, the applicant’s Project Implementation Plan, and the requirements of this solicitation, or is insufficient to successfully complete the project. No or limited match funding or no or limited in-kind support is committed and the applicant is requesting the maximum allowable funding for project administration.	0 – 5 points
Budget is relatively clear, detailed, consistent with the Draft Implementation Manual, the applicant’s Project Implementation Plan, and the requirements of this solicitation, and is adequate to complete the project. Costs are represented clearly. The applicant’s commitment for in-kind support or match funding will enable the project to be marginally more effective and efficient.	6 - 10 points
Budget is very clear, detailed, consistent with the Draft Implementation Manual, the applicant’s Project Implementation Plan, and the requirements of this solicitation, and is adequate to effectively and efficiently complete the project. Costs are represented clearly, and are appropriate for the level and quality of work to be performed. The applicant’s commitment for in-kind support or match funding will enable the project to be significantly more effective and efficient.	11 - 15 points

**Part II-C: Expertise, Experience and Resources to Complete Testing Element
(10 points)**

Up to ten points will be provided based upon the applicant’s resources, experience and expertise as needed to successfully implement the Off-Road Pilot Project testing element.

Application Characteristics	Points Earned
Applicant lacks necessary experience, expertise or resources to successfully implement the testing element of the project.	0 – 3 points
Applicant has demonstrated the minimum expertise, experience or resources needed to successfully implement the testing element of the project.	4 – 7 points
Applicant clearly has the expertise and experience needed to successfully implement the testing element of the project. The applicant has also clearly demonstrated sufficient staff, infrastructure and/or funding needed to successfully implement the testing element.	8 – 10 points

Part III: Application Completeness (10 points)

Application Characteristics	Points Earned
The application is substantially incomplete, unclear and missing key information.	0 – 3 points
The application is incomplete, unclear, or is missing information. However, this information has been provided or clarified by the applicant upon request.	4 – 7 points
The application is clear, concise, and includes all the required information.	8 – 10 points

MONITORING AND REPORTING REQUIREMENTS

The selected Grantee must submit Status Reports to ARB at least every three months containing at a minimum the following information:

- Status of funds encumbered and expended for off-road equipment ordered and purchased, respectively.
- Status of off-road equipment monitoring, testing, and or data collection efforts as identified in the Grantees funding application.
- Remaining grant funding available.
- Identified problems or concerns.

DISBURSEMENT OF FUNDS

Funds for equipment deployment, equipment testing, and project administration are to be disbursed based on completion of project tasks as described in Table 2 (below).

Table 2: Off-Road Pilot Project Disbursement Schedule

Milestone	Project Administration	Deployment Element	Testing Element
1) Sign Grant Agreement	50 percent		
2) Purchase orders for 25 percent of deployment funds		25 percent	
3) Purchase orders for 50 percent of deployment funds		25 percent	
4) Purchase orders for 75 percent of deployment funds and 25 percent of deployment funds expended on delivered equipment		25 percent	
5) Purchase orders for all deployment funds and 50 percent of deployment funds expended on delivered equipment		15 percent	
6) Testing Element Tasks 1 and 2 complete			50 percent
7) Testing Element Tasks 1 and 2 complete AND 25 percent of deployment funds expended on delivered equipment	25 percent		
8) Testing Element Task 3 complete			25 percent
9) Testing Element Task 4 complete			25 percent
10) Final Project Report and fulfillment of all project commitments	25 percent	10 percent	
TOTAL	100 percent	100 percent	100 percent

With the exception of the initial 50 percent of administrative funding provided for project start-up, all funding provided to the Project Manager shall be on a reimbursement basis and cost summaries approved by ARB for completed tasks and/or eligible expenses. Deployment element fund disbursements are based on specific hybrid equipment purchase orders and deliveries. ARB will reimburse the Grantee for purchase orders associated with the first 50 percent of project deployment funds (Milestones 2 and 3). Additional disbursements will be authorized based upon additional purchase orders AND delivery of the vehicles initially ordered (as identified in Milestones 4 and 5).

The project deployment and testing milestones identified in Table 2 do not necessarily have to be met in the order identified above. For example, the Grantee would be eligible to receive 50 percent of Testing Element funds once Testing Element Tasks 1 and 2 are complete (Milestone 6), even if all deployment funds have not yet been expended (Milestone 5).

Project Administration Funding

Project administration funds are defined as follows for the two Off-Road Pilot Project elements:

- Deployment Element: Any funds not included as part of the direct equipment purchase price (including taxes), such as costs for labor, outreach, travel, consultant fees, and indirect costs, are considered administrative costs.
- Testing Element: Administrative costs include those associated with processing, tracking, and oversight, such as labor or consulting fees necessary to compile and submit status reports to ARB, request project funding, etc... Labor, travel, consultant fees, equipment purchase and other costs associated with data collection or evaluation are considered project costs.

Administrative cost summaries shall describe costs for work completed in the following categories:

1) labor expenses (including staff time and total labor costs); 2) external consultant fees for completed work (if applicable); 3) printing, mailing, travel, and other outreach expenses; and 4) indirect costs. Additional administrative cost categories may be provided to ARB if warranted. Documentation substantiating these costs must be maintained by the Grantee and provided to ARB upon request, as described in Section 4.5 of APPENDIX B. Additional information regarding disbursement of administration and vehicle voucher funding is also provided in APPENDIX B. ARB is required to expend 100 percent of the funds available through this solicitation prior to June 30, 2013.

APPLICANT WORKSHOP

ARB will hold an applicant workshop and conference call at which time staff will be available to answer questions potential applicants may have regarding eligibility, application completion, and other issues. The Applicant Workshop and conference call will be at:

Place: CalEPA Building, CR 2410
1001 I Street
Sacramento, CA 95812

Call-in Information:

Tel: (888)889-5014
Passcode: 39957
Date: April 20, 2011
Time: 10 a.m. to noon

The workshop will be open to all interested entities. The above call-in phone number has been provided for those unavailable to attend in person. The intent of the workshop is to provide potential project applicants with an opportunity to ask clarifying questions

regarding general application or applicant requirements or terminology definitions. Written questions submitted before the workshop will be given priority. Questions may be e-mailed to Mr. Joe Calavita at jcalavit@arb.ca.gov. Questions may be submitted up to 5 p.m. one day prior to the workshop. The questions and answers from the workshop will be posted on the ARB website no later than 5 p.m. on April 27, 2011. ARB will not answer questions regarding this solicitation after the applicant workshop. Any verbal communication with an ARB employee concerning this solicitation is not binding on the State and shall in no way alter a specification, term or condition of the solicitation.

REQUIRED ELEMENTS

The application for the Off-Road Pilot Project Grantee is included in Appendix A of this solicitation, and includes the following three required elements:

Part I: Hybrid Equipment Deployment

Attachment I-A: Project Implementation Plan

Attachment I-B: Proposed Budget

Attachment I-C: Applicant Qualifications and Resources

Part II: Hybrid Equipment Testing

Attachment II-A: Project Implementation Plan

Attachment II-B: Proposed Budget

Attachment II-C: Applicant Qualifications and Resources

Part III: Conflict of Interest Declaration

Attachment III: Conflict of Interest Declaration