

City of Boston
Air Pollution Control Commission

Request for Proposals

Transportation and Air Quality Grants Program:
Diesel Retrofits

FY08 Grants Program

Proposals Due:

February 8, 2008 by 4:30 p.m.

Late or incomplete proposals will be rejected as being non-responsive.

Deliver complete proposals to:

Carl Spector, Executive Director
Air Pollution Control Commission
Boston City Hall, Room 805
Boston, MA 02201

For further information, please contact
Carl Spector at: 617-635-3850

The City of Boston reserves the right to reject any or all proposals.

In compliance with federal and state equal employment laws, equal opportunity will be afforded to all applicants regardless of race, color, sex, age, religious creed, disability, national origin, ancestry, sexual orientation, marital status, prior psychiatric treatment, or military status. It is unlawful in Massachusetts to require or administer a lie detector test as a condition of employment. An employer who violates this law shall be subject to criminal penalties and civil liability.

Request for Proposals

Transportation and Air Quality Grants program

A. Introduction

The City of Boston, acting through the Boston Air Pollution Control Commission (APCC) at One City Hall Plaza, Room 805, Boston, MA, 02201, seeks proposals from Boston-based businesses for the retrofit of pre-2007 on-road and off-road diesel vehicles with air pollution emissions-control equipment.

The Air Pollution Control Commission (APCC) is the local air pollution control agency for the City of Boston. The burning of diesel fuel harms Boston residents through the release of particulate matter (PM), nitrogen oxides, and a complex mixture of toxic gases, including formaldehyde and benzene. With the installation of after-engine emission controls—for example, diesel oxidation catalysts, partial flow-through filters, and diesel particulate filters—the harmful emissions from pre-2007 diesel vehicles can be reduced from 20 to 90 percent, depending on the type of technology used. (Diesel vehicles of model year 2007 and later already incorporate emission-control measures as required by U.S. Environmental Protection Agency regulations.)

During fiscal years 2008 and 2009 (July 1, 2007 to June 30, 2009), the APCC anticipates awarding approximately \$50,000 for retrofit projects for on- and off-road diesel vehicles, with up to \$9,999 for an individual project. Proponents are required to match the APCC grant award on a one-to-one basis.

The APCC anticipates using any remaining funding to make discretionary grants of up to \$9,999 for other projects related to transportation and air quality. If you are interested in applying for such a grant, please contact the APCC for more information at 617-635-3850.

B. Eligible Applicants, Vehicles, and Equipment

Eligible applicants include:

- Boston-based businesses
- Other businesses with a significant presence in Boston

Businesses can be commercial, industrial, or transportation-related.

Eligible vehicles include:

- Pre-2007 on-road diesel vehicles, including trucks, buses, and vans
- Off-road diesel vehicles, including bulldozers, backhoes, and cranes

Businesses applying for off-road retrofits must make a commitment to use only ultra-low-sulfur diesel fuel (ULSD) in those vehicles. ULSD is already required, according to EPA regulations, for all on-road vehicles.

Eligible retrofit equipment includes any diesel retrofit technology on the Verified Technologies List of the U.S. Environmental Protection Agency (EPA) (see <http://www.epa.gov/otaq/retrofit/verif-list.htm>) that reduces emissions of particulate matter (PM). Proponents have the responsibility for determining the appropriate technologies for their vehicles and the costs of those technologies. APCC staff can provide assistance in directing interested businesses to resources that can assist them in this task.

No reimbursements can be made for equipment with retrofits already installed as manufacturer's original or aftermarket devices.

C. Proposal Process and Schedule

Applicants must submit an original and two (2) copies of the Proposal in a sealed envelope marked "City of Boston Transportation and Air Quality Grants 2008." Proposals eligible for the first round of funding must be delivered to the address below no later than 4:30 PM, Eastern Standard Time, on February 8, 2008.

Completed proposals must be submitted directly to:

Carl Spector, Executive Director
Air Pollution Control Commission
Boston City Hall, Room 805
Boston, MA 02201

The APCC reserves the right to excuse minor informalities in proposals or to reject all proposals, if deemed in the best interest of the City and APCC.

All proposals will be reviewed by APCC staff and representatives of the Mayor's Office for eligibility under the program. A contract will be awarded to the responsible and responsive proposers with the most advantageous proposals, taking into consideration all evaluation criteria.

If funding remains available after the first-round of grants, the APCC will, at its discretion, consider, on a rolling basis, additional proposals for retrofit projects.

D. Proposal

Proposals for retrofit projects should include a cover letter providing general information, a completed vehicle form (Appendix A), and a price proposal from the retrofit technology vendor.

The cover letter should include the following information:

- Name of the organization and the proposed project manager for the project including name, title, street address, email address, and telephone number.
- A general description of the organization, including size, location, and type of business.

- A general description of the areas where the company's vehicles are in operation, including an estimate of the proportion of use in Boston.
- The total cost of the retrofit project and the amount of the grant requested from the APCC. (Proponents must pay for at least half of the cost. The APCC share may not exceed \$9,999.)
- The schedule for completing all retrofits.

Proponents with off-road vehicles should state their commitment to the use of ultra-low-sulfur diesel fuel in the cover letter.

The vehicle form must provide details about the vehicles proposed for retrofits, the type of EPA-verified retrofit technology to be installed, and the installation cost.

Please provide one original and two (2) copies of proposals.

F. Selection Criteria

Proposals will be initially screened to determine completeness. The APCC may request additional information from proponents.

The APCC will evaluate proposals on the feasibility and cost-effectiveness of retrofitting diesel vehicles and reducing exposure of Boston residents to diesel emissions. The APCC will give priority to retrofitting vehicles that will provide the greatest environmental benefits to the City, based on the historical usage of the vehicles, the potential air emission reductions, and the cost-effectiveness of the project. In making this determination, the APCC will rely on the EPA's Diesel Emissions Quantifier (<http://cfpub.epa.gov/quantifier/view/index.cfm>) and EPA-verified reductions for retrofit technologies (<http://www.epa.gov/otaq/retrofit/verif-list.htm>), and will consider vehicle miles traveled within city limits and the location of storage and maintenance facility.

The APCC reserves the right to reject any or all proposals in whole or in part. Project proposals may also be accepted, subject to a counter-offer on the price proposal. Once a project has been awarded funds, the APCC will reimburse the proponent for invoices/receipts presented for work outlined within the approved scope of work. Wherever applicable, the award shall be in accordance with Massachusetts General Laws, Chapter 30B, and any other applicable federal, state, and local laws. Awarding of all grants is contingent upon the availability of funds.

H. Information

Questions on this RFP may be directed to Carl Spector at: 617-635-3850 or Carl.Spector@cityofboston.gov, or see <http://www.cityofboston.gov/environment/pollution.asp>.

Appendix A: Vehicle information form

Name

Vehicle 1

Type of vehicle

Manufacturer, model, and year:

Engine manufacturer, year, model, and size

Engine serial number

Horsepower (HP)

Current odometer reading (miles or hours)

Miles (or hours) in last year

Percentage of use in Boston (estimate)

Proposed retrofit technology

Cost of installed retrofit

Vehicle 2

Type of vehicle

Manufacturer, model, and year

Engine manufacturer, year, model, and size

Engine serial number

Horsepower (HP)

Current odometer reading (miles or hours)

Miles (or hours) in last year

Percentage of use in Boston

Proposed retrofit technology

Cost of installed retrofit

Continue as necessary.