

Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP)  
Applicant Teleconference

On April 8, 2015, the California Air Resources Board (ARB) held the Hybrid and Zero-Emission Truck and Bus Voucher Incentive Project (HVIP) Applicant Teleconference to answer questions regarding the Fiscal Year (FY) 2014-15 HVIP 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?**

CALSTART is the current HVIP administrator.

**2. Is the administrator paid monthly, quarterly or on a milestone basis?**

The administrator may request disbursements after achieving milestones specified in the Grant Agreement. Please see Exhibit C, Work Statement, located in the Sample Agreements, Appendix C of the Solicitation.

**3. Many of the requirements listed within the solicitation are open-ended. What kinds of risk are associated with the requirements?**

HVIP is a first-come first-served program. Predicting risk, including elements such as number of fleet inquiries, voucher requests, vehicle approvals, etc. would be challenging since these demands can vary based on market and other factors. However, the past couple years have been consistent, and voucher requests have remained stable throughout the funding cycle. In the past, roughly 350 vouchers have been issued per month.

**4. Does ARB require a solicitation for each new fiscal year of funding?**

In the past that was the case. New for this solicitation, there is an option to extend the grant agreement to the following fiscal year, at ARB's sole discretion.

**5. Why doesn't ARB publish a meeting sign in sheet for the Q&A teleconference? Wouldn't this help to encourage grantee and subcontractor partnerships?**

ARB does not prepare a sign in sheet or keep a list of meeting participants during HVIP question and answer teleconferences, whether they participate in person or on the phone. We continue to follow this practice because the solicitation is competitive, and some participants may not wish to have their information disclosed. However, during the call, all participants are welcome to provide their information if they desire, and we note that several participants did identify themselves during the call.

**6. Will the grantee be required to develop a new website or keep the existing one, and would the data be transferred to the grantee?**

The grantee would not be required to develop a new website. ARB owns the current website. If a new grantee is selected, all existing data would be transferred to the new grantee. The selected grantee would modify and update the website with ARB's approval. From the Intellectual Property section of the FY 2013-2014 grant agreement:

Any webpage(s), software, databases, project data, or other intellectual property developed or purchased by the grantee for the purposes of administering or implementing HVIP are the property of ARB. Should a different grantee be selected to manage HVIP in subsequent funding years, it will be the grantee's responsibility to turn over this property and information to ARB and the new grantee and provide all reasonable and necessary assistance needed to ensure a smooth transition. It is ARB's intention that voucher access and redemption be seamless to vehicle purchasers and lessees as HVIP transitions to each new fiscal year.

**7. Would the agreements between the grantee and dealers/manufacturers have to be renegotiated?**

There are Terms and Conditions between the grantee and dealers. If a new grantee is selected, the grantee would either send out new agreements with the dealers for signature or notify the dealers of the new grantee and advise that all terms and conditions of their previously signed agreements remain the same.

**8. How many manufacturers and dealers currently participate in HVIP?**

Currently, there are 12 manufacturers participating in HVIP. There are 238 dealers. However, only 26 dealers have requested vouchers during the FY 2013-14 project cycle.

**9. Does CALSTART use subcontractors and who are they?**

CALSTART uses one subcontractor. Tetra Tech is the subcontractor.

**10. Are the solicitation scoring criteria consistent with prior years?**

The scoring criteria are consistent with prior years.

**11. Are there any other added elements for this solicitation?**

There is a telematics requirement for HVIP funded vehicles. Details of the requirement will be discussed at the summer 2015 workgroup (date and time to be announced). Additionally, hybrid upfits and zero-emission conversions will be eligible on a limited basis following Board approval of the Fiscal Year 2015-16 Funding Plan. Details will be discussed at the summer workgroup.

**12. What is the audit burden?**

All project records must be retained for a period of seven (7) years after final payment under this Grant. All project records are subject to audit pursuant to Section L (4) of the Grant Agreement. Upon completion of the seventh year of record retention, the grantee shall submit all project records to ARB. If a new grantee is selected during the seven year period, records must be transferred to ARB.

**13. Does ARB know of any plus-up funding that will be available?**

At this point, ARB is not aware of any plus-up funding that will be available to HVIP. ARB encourages air districts and others to provide plus-up funding to coincide with HVIP.

**14. How much funding is available for FY 2014-15 and what was available for FY 2013-14?**

There is \$9,837,547 allocated for FY 2014-15. For FY 2013-14, there was \$15 million available.

**15. Who is lead staff for HVIP?**

Ryan Murano is lead staff. Peter Christensen is the manager. Ryan can be reached at 916-322-2383, email: [ryan.murano@arb.ca.gov](mailto:ryan.murano@arb.ca.gov), and Peter at 916-322-1520, email: [peter.christensen@arb.ca.gov](mailto:peter.christensen@arb.ca.gov).

**16. Are there any preferences for attachments to the application?**

No, there are no preferences for attachments as long as the required attachments are included with the final application. Additional attachments are allowed.

**17. Are there any requirements for in-kind contributions or cost-sharing?**

In-kind contributions or cost-sharing is encouraged, but not required.

**18. Is there a conflict of interest if the grantee helps others prepare applications?**

With regard to the current grantee helping other interested parties apply for this solicitation, this is a competitive solicitation so applicants must not be in collusion when preparing and submitting an application. With regard to the grantee assisting voucher applicants during the term of the grant agreement, it is included as part of the role and responsibility of the grantee.

**19. Can HVIP funds be combined with other ARB programs, such as Multi-Source?**

HVIP funding may not be combined with upcoming demonstration and pilot projects funded by Low Carbon Transportation Investments. However, HVIP funding may be combined with Proposition 1B-Goods Movement Emission Reduction Program funding.

**20. How often are status reports due to ARB?**

Status reports are due on a monthly basis.