

REQUEST FOR APPLICATIONS

RFA – Electrifying Terminal Trucks in Un-Incentivized Markets



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Due: February 28, 2020 at 2:00PM CST

RFA – Electrifying Terminal Trucks in Un-Incentivized Markets

RFA Issue Date:	2/4/2020
RFA Questions Deadline:	2/17/2019
Application Submission Deadline:	2/28/2020 2:00pm CT
Expected Date for MEC Selection Notification:	3/3/2020

Funding allocations:

Total cost for all projects from award DE-EE0008887	\$550,000
Federal funding allocated per Truck	\$110,000
Maximum Federal funding request per Applicant/Subrecipient	\$330,000

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I. Project Overview

A. Background and Project Summary

The principal goal of this Request for Applications (RFA) is to select organizations that will become Subrecipients under our grant, Electrifying Terminal Trucks in Unincentivized Markets, funded by US Department of Energy DE-EE0008887.

Terminal fleet vehicles in manufacturing and intermodal yards typically operate 3,000 – 5,000 hours/year, with each vehicle burning 1.5 to 2.5 gallons of diesel per hour of operation in these duty cycles. They generally operate at low speeds, inefficient for diesel engines and translating to increased toxic emissions. Freight operations are often located in environmental justice (EJ) communities and can exacerbate air quality issues for already-vulnerable populations.

We envision a mass migration of manufacturing and intermodal yards' diesel terminal truck fleets to all-electric equivalents. We plan to develop a feasibility analysis of fleet electrification in terminal truck fleets in Kansas and Missouri, and potentially other unincentivized markets in the Midwest. Costs, benefits, perceived challenges, lessons learned and best practices associated with electrification will generate recommendations and assist other terminal truck fleets to develop their own electrification pilots.

B. Funding Restrictions

The total funding amount is \$550,000; maximum Federal funding request per applicant is \$330,000. MEC will select Subrecipient applications not to exceed this amount.

Cost-sharing commitments by Subrecipient fleets are required in line with DOE Cost Sharing Requirements. If you elect to forgo some percentage of cost sharing (e.g., asking

for less than \$110,000 per truck), that improves the chances of your Application being funded, though it cannot guarantee that your Application will be successful.

In your Application, please include an approximate budget for vehicle replacement or remanufacture; and number of vehicles slated for replacement/remanufacture. Restrictions do apply.

II. Program Goals and Benefits

We will deploy five trucks (one to three per site) in a pilot program designed to gather data on usage patterns, driver experiences, and ownership costs. After data collection, we will build out and refine outreach materials addressing common electrification concerns, in addition to a feasibility analysis that can be used by other fleets. We will address the main perceived obstacles to electrification: 1) reasonable access to charging infrastructure, 2) projected acquisition and maintenance costs, 3) return on investment, 4) required downtime to charge the vehicles, and 5) vehicle reliability.

Orange EV's vehicles already include telematics, which will enable systematic tracking and reporting of equipment usage that will be critical to making the overall case for broader electrification.

There is significant interest in the results of a feasibility analysis. Additionally, fleet electrification in environmentally vulnerable communities would support Missouri and Kansas's State Implementation Plans (SIPs) for managing air quality, and similar MPO-based AQ initiatives, such as Mid-America Regional Council's *Clean Air Action Plan*.

III. Administrative Information

A. Proprietary/Confidential Information

Any restrictions of the use of material contained within the application shall be clearly stated in the application itself. Written requests by the Applicant for confidentiality shall be submitted to MEC in advance of the application submission deadline, along with the application material. The Applicant must state specifically what elements of the application are to be considered confidential/proprietary.

Confidential/Proprietary information must be readily identified, marked and separated/packaged from the rest of the application. Co-mingling of confidential/proprietary and other information is not acceptable. Neither an application in its entirety, nor application price information will be considered confidential and proprietary. Any information that will be included in any resulting Agreement cannot be considered confidential.

B. Organizational Conflict of Interest – Requirements of this Application and Subsequent Agreement

Any business entity or person is prohibited from being awarded an Agreement, if the business entity or person has an “Organizational Conflict of Interest”—as described below—with regard to this solicitation and the resulting Agreement. Applicants should provide a brief written statement noting any conflict of interest within the “Organizational Conflict of Interest” section of the Application Form.

No person or business entity engaged by MEC to prepare the original grant application, or who has access prior to the solicitation to sensitive information related to this procurement process, including, but not limited to requirements, statements of work, or evaluation criteria, will be eligible to directly or indirectly submit or participate in the submission of an application for this grant solicitation. MEC considers such engagement or access to be an Organizational Conflict of Interest, which would cause such business entity or person to have an unfair competitive advantage.

If MEC determines that an Organizational Conflict of Interest exists, MEC has discretionary power to cancel the Agreement award. In the event the Awarded Applicant was aware of an Organizational Conflict of Interest prior to the award of the Agreement and did not disclose the conflict to the procuring agency, MEC may terminate the Agreement for default.

C. RFA Response Material Ownership

MEC has the right to retain Applicants’ original applications and other RFA response materials for its files. As such, MEC may retain or dispose of all copies as is lawfully deemed appropriate. MEC has the right to use any or all information/material presented in reply to the RFA, subject to limitations outlined in the section, Proprietary/Confidential Information. Applicant expressly agrees that MEC may use the materials for all lawful purposes, including the right to reproduce copies of the material submitted for purposes of evaluation, and to make the information available as required by law or regulation.

D. Binding Offer

An application submitted in response to this RFA shall constitute a binding offer. Acknowledgment of this condition shall be indicated by the signature on the Letter of Commitment by an officer of the Applicant legally authorized to execute contractual obligations and shall bind the applicant to the application. By submitting an Application, the Applicant affirms its acceptance of the terms and requirements of this RFA, including its attachments and appendices, without exception, deletion, or qualification - and does so without making its offer contingent. The Applicant further agrees to cooperate with MEC and expedite the contracting process upon notice of award.

Applications that do not contain a completed Application and attached required documents will not be considered for funding under this Application.

E. Debarment and Suspension

By submitting an Application in response to this RFA the Applicant certifies that it, its principals, and proposed sub-contractors (if any):

- Are not presently debarred, suspended, proposed for disbarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal debarment or agency;
- Have not within a three-Year period preceding the Due Date of this Application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or Agreement under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements or receiving stolen property;
- Are not presently under investigation for, indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in Paragraph IV.K.2 of the Code of Federal Regulations (CFR); and
- Have not within a three-Year period preceding the Due Date of this Application had one or more public transactions (Federal, State, or local) terminated for cause or default.

If the Applicant is unable to certify to any of the statements in this certification, an explanation must be provided as an attachment to the Application. This explanation is exempt from page limitations on the Application, if any apply. The inability of the Applicant to provide the certification will not necessarily result in disqualification of the Applicant. The explanation will be considered in connection with MEC's determination whether to select an Applicant.

F. Disclaimer: All statistical and fiscal information contained within this RFA, and any amendments and modifications thereto, reflect the best and most accurate information available to MEC at the time of RFA preparation. No inaccuracies in such data shall constitute a basis for legal recovery of damages or protests, either real or punitive, except to the extent that any such inaccuracy was a result of intentional misrepresentation by MEC.

G. Federal Employer Identification Number (FEIN)

Applicant is required to provide their FEIN in their Application.

H. DUNS Number

Applicant is required to provide their DUNS in their Application, or a pledge to obtain one prior to beginning work. Additionally, successful applicants are required to submit their DUNS prior to the Agreement, or purchase order issuance, or payment from MEC.

I. Incurred Costs

MEC is not liable for any cost incurred by the Applicant prior to issuance of a legally executed Agreement, purchase order or other authorized acquisition document.

J. Compliance with all Federal, State and Municipal Laws and Regulations

Successful Applicants (Subrecipient) shall comply with applicable Federal, State and local laws and regulations in the performance of all work under resulting Agreement. Subrecipient shall obtain all Federal, State and local permits, authorizations, and approvals of all work performed under the Agreement. This includes the governing grant agreement between MEC and DOE. See attached Terms and Conditions.

IV. Criteria for Evaluation

All applications will be reviewed by a Review Committee consisting of MEC staff and other members offering technical evaluations and assistance, as necessary. Applicants will be notified when and if additional information or documentation is required. All information required to complete the application for funding is provided in this RFA. Any additional information pertaining to submissions, including email and phone calls, will not be considered once the review process is under way.

When evaluating projects for funding, the Review Committee will consider the following criteria. The overall quality of the application, containing all required information in a clear and concise format, is a prevailing consideration throughout all categories. The potential maximum number of points is listed to the right for each category.

Evaluation Criteria

Complete and eligible applications will be ranked in each of the following categories, weighted by rank, and given a final score.

Category	Weight
Cost Effectiveness (cost sharing percentage)	40
Petroleum reduced (fuel volume displaced)	30
Operating Area	20
○ KS/MO = Rank 1	
○ NE/IA = Rank 2	
○ Other = Rank 3	

V. Pre-Bid Meeting and Questions

There will be no pre-bid meeting for this RFA.

Applicants are encouraged to submit questions in writing regarding the RFA to Jeff Windsor at Metropolitan Energy Center at Jeff@metroenergy.org by **February 17, 2020**. MEC will try to respond to all questions publicly via an FAQ on its website, <https://metroenergy.org/apply-for-funding-for-electric-terminal-trucks-in-kansas-and->

[missouri/#top](#), by **February 19, 2020**. Emails should use the subject line: “Query for OEV Application-RFA”.

VI. Application Submission

Applications must be received by **February 28, 2020**. MEC is not responsible for technical or transmittal issues when submitting a grant application. All applications with a MEC inbox timestamp of **2:00 PM CST** or after will automatically be disqualified from the current funding round with no exceptions. Only electronic applications will be accepted. Hard copy applications will not be accepted. Please e-mail your Application to Jeff@metroenergy.org subject: **“Electrifying Terminal Trucks in Un-Incentivized Markets <Organization/Company Name>”**. Applicants will receive an e-mail response notification of the receipt of their application within two business days upon submission.

Summary of Application Documents

- Application
 - Includes Budget table
- Letter of Commitment (Applicant and cost-sharing partners)
- Optional: Letters of Support (Community partners or supporters)

VII. Selection Notification Determination

Additional information may be requested from applicants by MEC prior to selection. MEC is under no obligation to fund any Application and reserves the right to deny Applications for any reason. Funding is limited. Applications meeting all the program’s general policy guidelines may not necessarily receive an award. MEC reserves the right to delay any decision due to budgetary constraints.

MEC reserves the right to vary from the evaluation criteria listed within this document during the bid solicitation period as necessary or appropriate. Any modifications to evaluation criteria will be posted to MEC’s website. It is the responsibility of the applicant to check for these changes.

The Application selections are anticipated to be made by **early-March 2020**, and applicants will be notified of the Review Committee’s determinations via email.

VIII. Awarded Applicant Reporting and Payment Procedures

A. Project Impacts and Reporting

All funding is conditioned upon veracity of information provided within the application and will require accountability and reporting by the successful Applicant (Subrecipient). Such reporting will be in accordance with the procedures developed and prescribed by MEC.

The following reporting requirements will be included in MEC's Agreement with the Subrecipient.

B. Annual Reporting for Vehicle Performance

Required reports will be submitted to MEC in draft form no later than 10 days following the end of each quarterly period, or as otherwise specified in the Agreement. This information will be used to benchmark program effectiveness and to inform the public of project results via various strategies including press releases, case studies and on the MEC website. Quarterly reporting will also be used to document achievements through the project's work. Reporting criteria will include, but may not be limited to, the following:

- a. A summary of quantifiable metrics.
- b. Project summary narrative: This should summarize the project achievements in no more than two paragraphs. Include, at minimum, the needs that the project addressed, what the goals were, whether or not those goals were achieved, and what audience the project served.
- c. Project constituent testimonials/quotes: This should include press release-worthy statements of the project's importance from participants and managers.
- d. Before and after photos. The project should allow for photos to communicate the work. Please include electronic files with the report immediately following the construction phase. If possible, try to get people in the photos – especially users of the funded vehicles.
- e. A summary of any communications to AND from the public associated with the project. For example, this could include press releases, advertising, newsletters or comments from constituents.
- f. Reporting will include participating in occasional informational interviews by MEC staff.
- g. Outreach may include peer-to-peer information sharing at conferences and/or presentations to local business leaders in deployment area.

At any time, MEC may determine that additional application or reporting information is required and reserves the right to amend Agreement conditions without penalty.

C. Payments

The following payment procedures will be included in MEC's Agreement with the Awarded Applicant (Subrecipient):

Payments must be made in accordance with the provisions set forth in the Grant. MEC will pay Subrecipient the reasonable, allocable, and allowable costs for vehicle required documentation of the work defined in the Grant, as determined by MEC.

The Subrecipient will be compensated only for vehicles purchased by the Subrecipient and accepted by MEC pursuant to the terms of the Grant. Payment will also be contingent upon MEC's timely receipt and acceptance of the required reports described herein.

The Subrecipient will be reimbursed based on the submission of a Request for Payment and an Invoicing Report form provided by MEC providing a detailed account of the amount of costs, including receipts/invoices, incurred relating to line items per the project budget. MEC will withhold payment of the final ten percent (10%) of the total amount until the Subrecipient has submitted, and MEC has accepted, all required narrative and financial progress reports enumerated in the Grant and Agreement.

For more information, please contact:

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