

# Reducing Diesel Emissions for a Healthier Tennessee

## The 2019 RDE4HT Rebate Program Request for Proposals (RFP) & Application

November 30, 2018



## TABLE OF CONTENTS

Request for Proposals .....	3
2019 Application - Vehicles .....	6
2019 Application - TSE/eTRU .....	8
Additional Information & Guidance .....	10

# REQUEST FOR PROPOSALS

## Introduction

East Tennessee Clean Fuels Coalition's "Reducing Diesel Emissions for a Healthier Tennessee" rebate program is making grant funding available in Tennessee to replace older, diesel vehicles with new alternative fuel vehicles (AFVs) that can run on propane, compressed natural gas (CNG), electricity, or that are hybrids. In 2019, we are also allowing funding to go toward the addition of Truck Stop Electrification (TSE, and similar) equipment. This funding is EPA Clean Diesel funding that is provided to states to reduce diesel emissions. The Tennessee Department of Environment and Conservation (TDEC) oversees Tennessee's state EPA funding and is partnering with the East Tennessee Clean Fuels Coalition (ETCleanFuels) to manage the rebate program and funding and direct it into efforts **that reduce diesel emissions** in Tennessee from Memphis to Mountain City. ETCleanFuels will collaborate with the Middle-West Tennessee Clean Fuels Coalition in making the funding available to fleets across the entire state. "Tennessee Clean Fuels" is an overarching name for both Clean Fuels coalitions working together on projects for all Tennesseans and Tennessee fleets.

## Eligible Applicants

**VEHICLES:** Any entity that owns and operates vehicles in Tennessee for a Tennessee-based fleet or fleet domicile site may apply; this includes contractors that provide transportation services. The entity itself or the contractor may apply, but whoever owns the vehicles should be the applicant. Vehicles that are leased are not allowable in this program. Public or private entities in Tennessee may apply for funding, as well as their transportation services contractors.

**TSE / eTRU:** Public and private locations that would like to install TSE, electric TRUs or "reefers" (trailer refrigeration units, or eTRU when able to run off of Shorepower-type electricity). This can include (but is not limited to) equipment utilized at public travel centers and private trucking fleet terminals.

## Available Funding & Proposal Parameters

- ✓ **This funding is available in all 95 counties in Tennessee.**
- ✓ A total of \$283,000 is available in funding.
- ✓ **All proposal elements should be completed by July 26, 2019 – vehicles acquired and put into readiness for service or TSE/eTRU purchased and installation completed.**
- ✓ Reduction in requested amount – ETCleanFuels may choose to select an applicant (or contractor) to be awarded funding but reserves the right to request a reduction in the amount of funding to be included in the award, depending on the number of applications received. This is for the purposes of sharing the funding among a diverse group of fleets or entities, and this discussion will take place during award notification.
- ✓ Once entities are selected for awards, written agreements will be drafted. Once the agreements are executed, the entity will then purchase the vehicles and/or equipment and then provide invoicing and other details on their expenses to ETCleanFuels. Once all the needed information has been provided, ETCleanFuels will reimburse up to the approved amount to the entity, as shown in the contract.
- ✓ The applicant does NOT have to calculate emissions reductions related to the project.

## **VEHICLES:**

- ✓ **A maximum of \$25,000 is being offered per vehicle** to cover all or part of the incremental cost of the AFV over the cost of a new, same year diesel vehicle of similar type.
- ✓ **No greater than 100% of the incremental (or additional) cost can be provided.** If the incremental cost of the new, cleaner vehicle over the same or similar vehicle is greater than \$25,000, the entity cannot ask for more than \$25,000 per vehicle. If the incremental cost for a vehicle is less than that amount, the entity can only ask for a maximum of that incremental cost amount per vehicle.
- ✓ **Any one entity may apply for a maximum of 15 vehicles.**
- ✓ The new AFVs that are purchased **must be kept in service for a minimum of three (3) years and be used on similar routes with a similar number of miles per year as the older vehicles that are being replaced.**

- ✓ The applicant must provide two quotes to ETCleanFuels with their proposal: one for the new, alternative-fueled vehicles, and one for a new, diesel-powered equivalent of the vehicles (unless the diesel and alt-fuel vehicle costs/quotes are in the same quote).

#### *TSE / eTRU:*

- ✓ No more than **30% of the total cost to purchase and install equipment** that is used to provide heating, cooling and/or electric power to the tractor cab or trailer shall be covered.
- ✓ For eTRU units, no more than **25% of the total cost of a new eTRU system or entire trailer with an attached eTRU system** shall be covered.
- ✓ The funding can go towards a) the electrification infrastructure that will allow the diesel-using equipment on the tractor or trailer to turn off and use electricity instead, and b) a trailer or the equipment that would be installed on a trailer to operate a cooling system on electricity in lieu of diesel. This includes necessary installation costs. *Please note that applications that request funding for the eTRU that goes on the trailer (and potentially the new trailer too) must be approved by EPA.*
- ✓ There is no limit on the number of spaces or trucks/trailers that may be applied for.
- ✓ The funding cannot pay for APUs for tractors.

#### Additional Criteria for Vehicles

##### *Older vehicles to be replaced criteria:*

- ✓ Diesel-powered vehicles powered by a 2006 or older engine. It may be possible to include later-year vehicles but they cannot have diesel particulate filter (DPF) or diesel exhaust fluid (DEF) systems installed on them.
- ✓ Above a Gross Vehicle Weight Rating (GVWR) of 10,000 pounds
- ✓ Able to start and move in all directions
- ✓ USAGE REQUIREMENT: Have a) accumulated at least 10,000 or more miles per vehicle OR b) been in use for at least three days per week over the most recent 12 months, operating in regular service for that entity.
- ✓ The engine will have to be destroyed in the old vehicle. The rest of the parts, body, or frame may be sold for recycling or kept as replacement parts as needed. **Proof of engine destruction must be provided to ETCleanFuels. This can include, as examples, a) drilling a hole in the block and submitting photos clearly showing the hole in the block, or b) crushing the old vehicles and engines and submitting documentation from the crusher.** Photos or documentation must be provided for each older diesel vehicle engine being destroyed.

##### *New Vehicle criteria:*

- ✓ Powered by a certified 2018 or newer model year diesel engine or operate on CNG, propane or electricity. Eligible replacement vehicles may also operate on conventional diesel (ULSD) if they are using a battery or hybrid drive systems and can achieve a 20% or greater improvement in fuel economy.
- ✓ Be in a similar vehicle class, as determined by GVWR, as the original vehicle and operate in the same manner and over similar routes as the diesel vehicle it is replacing.
- ✓ Meet federal safety standards and required warranties.
- ✓ Be kept in use for a minimum of three years from the date they go into service by the applicant.

#### IMPORTANT Dates

- ✓ November 30, 2018 = RFP released
- ✓ January 18, 2019 = ETCleanFuels must receive all applications by 5pm Central Time. *Email is preferred as the delivery method; faxed and mailed applications will also be accepted, but the deadline is the same. ETCleanFuels will follow up with applicants if any questions arise.*
- ✓ January 23, 2019 = ETCleanFuels will select and notify the selected rebate recipients via email
- ✓ February 8, 2019 = ETCleanFuels will complete the agreements with rebate recipients
- ✓ July 26, 2019 = The new vehicles are expected to be purchased and put into service, or the TSE/eTRU equipment has been purchased and installed by this date. *If vehicle ordering timelines make it difficult to meet this deadline, the applicant may notify us in their application.*
- ✓ August 23, 2019 = Deadline for making rebates to winning applicants

### Primary Contacts for this RFP and Rebate Program

- ✓ **Jonathan Overly** – Director, East Tennessee Clean Fuels: 865-974-3625, [jonathan@etcleanfuels.org](mailto:jonathan@etcleanfuels.org)
- ✓ **Alexa Voytek** – Coordinator, Middle-West Tennessee Clean Fuels: 615-532-0238, [alexa.voytek@tn.gov](mailto:alexa.voytek@tn.gov)
- ✓ **Fax, if needed:** 865-974-1838
- ✓ **Mailing address, if needed:**  
ETCleanFuels  
ATTN: 2018 RDE4HT  
311 Conference Center Building  
Knoxville, TN 37996-4134

### Submitting the Application

Applicants are requested to submit the application via email but can use fax or postal mail if necessary. A copy of the vehicle title and registration for each vehicle being replaced must be submitted with the application package, and can be attached to the email. Quotes for a) the new AFVs and for the new, diesel equivalent of the older vehicles, or b) for the TSE-related equipment must also be included in the application. The applicant must be listed on the title as the sole owner of the vehicle or equipment, unless applying to replace state- or district-owned buses. *Here is a checklist of what needs to be included in the application package:*

1. The completed application, which starts on the next page of this RFP. If more space is needed than the 10 lines provided in the application, please simply make a copy of or use a duplicate PDF version of the application for your additional vehicles.  
*Two separate applications are provided on the following pages – one for vehicle replacements and one for TSE/eTRU efforts – only complete one of the two applications.*
2. The vehicle title & registration for each older diesel vehicle being replaced.
3. Quotes for a) the new AFV(s) and for the diesel-equivalent of the older vehicle(s), or for b) the new TSE-related equipment. For vehicle replacement proposals, this is for establishing the maximum incremental cost for each vehicle; for the TSE equipment proposals, this is to establish the total costs for any TSE-related equipment.

Email your application and requested supplemental materials to: [info@etcleanfuels.org](mailto:info@etcleanfuels.org). Emailed applications should include the subject line: **“RDE4HT 2019 Rebate Application.”**

If the applicant does not have access to email, mailed or faxed applications are acceptable. If using fax, the faxed information must be legible. Please plan to submit your application in advance of the deadline to ensure ETCleanFuels can read the application and additional information. Please call Jonathan Overly at 865-974-3625 for assistance.

### Selection Information

All applications received will be reviewed for completeness and correctness. If ETCleanFuels staff has any questions, they will contact the Primary Contact as listed in the application. Once all questions are answered, they will review the submitted data. ***ETCleanFuels will select the winners based on but not limited to these criteria:***

- ✓ *Completeness of the application*
- ✓ *The amount of petroleum use the project will reduce (the more, the better) and the associated potential to reduce emissions*
- ✓ *Cost effectiveness of the emissions reductions based on the funding that the applicant is requesting*
- ✓ *The applicant entity’s plan to communicate their cleaner vehicle efforts to their local community*
- ✓ *Geographic diversity*

# Reducing Diesel Emissions for a Healthier Tennessee

## 2019 APPLICATION – Vehicles



### Applicant Organization Information

Organization Name \_\_\_\_\_

EIN/TIN \_\_\_\_\_

Address \_\_\_\_\_

DUNS # \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ ST \_\_\_\_\_

Zip \_\_\_\_\_

**Original Vehicles** – See page 10 for guidance on the information requested below.

	Vehicle Identification Number – VIN	Engine Model Year	Vehicle Class based on GVWR	Engine Manufacturer	Average Recent Annual Miles	Average Recent Annual Fuel Use (gallons)	Average Recent Annual Idling Hours	Rebate Amount Requested (dollars)
1.								
2.								
3.								
4.								
5.								
6.								
7.								
8.								
9.								
10.								
<b>Total Funding Requested:</b>								

**What vehicles & fuels do you plan to put in use?** Provide vehicle and engine manufacturer information, and fuel or technology:

Does your fleet have an **idle reduction policy**? If so, please explain here: \_\_\_\_\_  
\_\_\_\_\_

To ensure that the addition of these AFVs is known in your region, **how do you plan to communicate the addition of the vehicles to your community?** Please explain here:

*You must check all of the below boxes to complete your application:*

- I certify that the vehicle(s) listed for replacement are operational and meet the eligibility requirements as defined in this RFP.
- I certify that the vehicle engine(s) in the vehicle list for replacement will be properly disposed of according to the requirements in the RFP.
- By signing, I certify that the statements and information provided in this application are true and accurate to the best of my knowledge. If selected for funding, I agree to provide the required documentation and assurances necessary for funding.

**Applicant Signature**

Authorized Representative Name \_\_\_\_\_

Authorized Representative Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

**Primary Contact for the Applicant**

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

*By signing the rebate application, applicants are certifying that the information provided is true to the best of their knowledge. ETCleanFuels reserves the right to request copies of documentation to verify the above information.*

# Reducing Diesel Emissions for a Healthier Tennessee

## 2019 APPLICATION – TSE & eTRU



### Applicant Organization Information

Organization Name \_\_\_\_\_ EIN/TIN \_\_\_\_\_

Address \_\_\_\_\_ DUNS # \_\_\_\_\_

City \_\_\_\_\_ County \_\_\_\_\_ ST \_\_\_\_\_ Zip \_\_\_\_\_

**Equipment** – Please include as much information as you can. Use additional space/documents as needed and include with your submission.

	Equipment Name	Equipment Description	Number of Units	Expected Use Per Year (hours)	Expected Fuel Use Reduction Per Year (gallons)	Rebate Amount Requested (dollars)
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
<b>Total Funding Requested:</b>						



**Explain your Plan or Project.** What are planning to do in requesting this equipment? Please explain the where, why, who and how.

Does your business/site have an **idle reduction policy**? If so, please explain: \_\_\_\_\_  
\_\_\_\_\_

To ensure that the addition of the equipment is known in your region, **how do you plan to communicate your project to your community**? Please explain:

*You must check the below box to complete your application:*

By signing, I certify that the statements and information provided in this application are true and accurate to the best of my knowledge. If selected for funding, I agree to provide the required documentation and assurances necessary for funding.

**Applicant Signature**

Authorized Representative Name \_\_\_\_\_

Authorized Representative Signature \_\_\_\_\_

Title \_\_\_\_\_ Date \_\_\_\_\_

Email \_\_\_\_\_ Phone \_\_\_\_\_

**Primary Contact for the Applicant**

Name \_\_\_\_\_

Title \_\_\_\_\_

Phone \_\_\_\_\_

Email \_\_\_\_\_

*By signing the rebate application, applicants are certifying that the information provided is true to the best of their knowledge. ETCleanFuels reserves the right to request any additional documentation needed to verify the above information.*

## ADDITIONAL INFORMATION & GUIDANCE -- VEHICLES

The application requires the applicant to supply all of the following information related to the vehicle(s) to be replaced:

1. **Vehicle Information Number (VIN)** – The VIN or vehicle identification number is most frequently located on the driver’s side dash and is visible through the windshield. The VIN can also be located on the vehicle title. The VIN is 17 letters and numbers and does not use the letters “I” or “O” so as to avoid confusion with the numbers 1 and 0.
2. **Engine Model Year** – The engine model year can be found on the plate attached to the engine itself, usually on the nameplate that is permanently affixed to the engine. The engine model year can differ from the vehicle model year.
3. **Vehicle Class, based on GVWR (Gross Vehicle Weight Rating)**

Class	Gross Vehicle Weight Rating Ranges
Class 3	10,001-14,000 lbs
Class 4	14,001-16,000 lbs
Class 5	16,001-19,500 lbs
Class 6	19,501-26,000 lbs
Class 7	26,001-33,000 lbs
Class 8	33,001 lbs+

The applicant should indicate class size on the application or may include the exact GVWR for the new vehicles.

4. **Engine Manufacturer** – The engine manufacturer is the manufacturer of the original engine. This information can usually be found on the engine nameplate.
5. **Average Recent\* Annual Miles** – Annual miles traveled should be obtained from driver or maintenance logs.
6. **Average Recent\* Annual Fuel Use** – Annual fuel consumption should be obtained from driver or maintenance logs.
7. **Average Recent\* Annual Idling Hours** – Hours idling may be based on actual hours idling or estimated based on known usage.
8. **Rebate Amount Requested** – For vehicle replacements, the applicant can request up to \$16,700 per vehicle. If the incremental cost of the new AFV is equal to or greater than \$16,700, you may enter *up to* that maximum amount. If the incremental cost of the new alternative fueled vehicle is *less than \$16,700*, you will enter the actual incremental cost per vehicle, or less. Copies of invoices and receipts will be requested once purchasing has taken place. If any discrepancies exist, the lower of the two amounts will apply.

\* “Average Recent” – We would like to know the most recent full-year’s information you have on this vehicle. You may also use an average of the last 2 or 3 years if that provides a better picture of accurate use of the vehicle over time in the past OR in the future.