



Clean Air Projects Program (CAPP II) Request For Proposal



COUNTY OF INYO

Water Department

135 S. JACKSON ST. • INDEPENDENCE, CALIFORNIA 93526

TELEPHONE (760) 878-0001

InyoCAPP11@inyocounty.us

Clean Air Projects Program

*a joint project of Great Basin Unified Air Pollution Control District
and Los Angeles Department of Water & Power*

Clean Air Projects Program II (CAPP II) Notice of Funding Availability Request for Proposals (RFP)

Background

In March, 2011, the District Governing Board of the Great Basin Unified Air Pollution Control District (Air District) issued a Stipulated Order for Abatement 110317-01 ordering the Los Angeles Department of Water and Power (LADWP) to implement additional dust controls on the Owens Lakebed and pay an excess emission offset amount of \$6.5 million. The relevant section of the 2011 Abatement Order states:

“Eighty-five percent (85%) of the excess air pollution offset/mitigation payment made by respondent to the District under Paragraphs 10 and 11 of this Order shall be deposited into an Owens Lake Excess Air Pollution Offset Fund established by the District. These monies shall be used for Clean Air Projects within the District (Inyo, Mono, and Alpine Counties) with preference given to projects in the Owens Valley PM₁₀ Planning Area. “Clean Air Projects are defined as improvements, replacements, or programs that directly or indirectly result in a reduction in air pollution emissions. Monies shall not be used to fund projects that Respondent is required to undertake or implement. The District Governing Board shall have the sole authority and discretion regarding project selection and approval, but will consider any project



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recommendation made by the Respondent. Projects shall be publicized as joint projects of the Great Basin Unified Air Pollution Control District and the Los Angeles Department of Water and Power. Fifteen percent (15%) of the Clean Air Projects funds will be deposited into the District's regular budget account. All costs incurred by the District to administer the Clean Air Projects program will be paid by the District from the District regular budget account. The District shall have the sole discretion and responsibility for the Clean Air Projects program administration, planning and implementation, and Respondent shall not be responsible for program costs other than for the offset mitigation payments in compliance with Paragraphs 10 and 11 of this order."

CAPP I was active from September 2011 through June of 2014. In total \$5,536,914 was spent directly on projects to reduce air pollution emissions. The CAPP I program provided a mixture of funding types – Competitive Grants to community groups, individuals, and agencies. Block Grants to each of the District's member agencies, and funding for a Woodstove Replacement Program (WRP).

CAPP II funding comes from the 2018 Order to Pay for non-compliance in the Phase 7a and Phase 7a Transition Area Best Available Control Measure Managed Vegetation. As highlighted in the 2011 Abatement Order text above, funds from the non-compliance Order to Pay are offset for Owens Lake air pollution with a preference given to projects in the Owens Valley PM₁₀ Planning Area (OVPA). The order to pay was for \$3,022,459, 85% of this, or \$2,569,090, was placed into a trust for the CAPP II program. As of June 30, 2020, that amount has grown to \$2,636,472 with interest. Additionally, staff can recommend that up to \$363,528 of the administrative money also be allocated to the program considering the healthy General Fund Reserve the District has (the General Fund Reserve contribution will likely be less as interest continues to accumulate on the CAPP II program funds). This would bring the total amount to be spent on the CAPP II programs to \$3,000,000.

\$1,400,000 is being utilized for a Competitive Grant Program for Projects that reduce air pollution in the Owens Valley Planning Area (OVPA), and is being administered by Inyo County. All projects for consideration should be completed no later than June 30, 2025.

An OVPA map and other supporting documents are available at:

<https://www.inyocounty.us/government/clean-air-projects-program-ii>



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Applicant

Qualifications: CAPP II funding is open to all residents, organizations and entities within the Owens Valley Planning Area, including individuals, nonprofits, businesses, government, and educational institutions. All projects for consideration must also be located in the Owens Valley Planning Area. Residents and entities on reservation lands within the Owens Valley Planning Area are also qualified to participate. Air pollution reduction efforts which are already required of LADWP by Air District do not qualify for CAPP II funding.

Examples of

Possible Projects: CAPP II funds must be used for projects that directly or indirectly reduce air pollution. The reduction can be local, direct and immediate, such as a woodstove upgrade/replacement, which immediately reduces the amount of air pollution directly discharged from an identified source within the Air District, or the reduction can be regional and ongoing, such as the expansion of a public transportation system to reduce single occupancy vehicles and associated emissions. Projects may also indirectly reduce air emissions, such as building community trails that encourage people to walk or ride bicycles instead of driving around town, or a local educational program that leads to knowledge and behavior preventing future emissions. Direct emission reductions are much easier to quantify than indirect emissions reductions, however, projects that directly reduce local air pollution emissions within populated areas will rank higher than projects that reduce regional or future air pollution. Using best available knowledge, all proposed projects should attempt to quantify the type and amount of air pollution reduced, including threats to human life.

Cost Sharing: The Air District intends to achieve the maximum reduction of air pollution possible from the available funding; therefore, it desires to take full advantage of opportunities to leverage CAPP II funds. Project proposals that share in total project costs will be favored, whether through a direct monetary match or the provision of other necessary requirements that would otherwise need to be paid for, such as labor and materials. Where possible, partnerships and coalitions of entities are encouraged to further leverage multiple resources. A leveraged project would rank higher than an otherwise equal non-leveraged project.

Owens Valley

Planning Area: The OVPA is the Owens River hydrologic basin, stretching from Tinemaha Reservoir south to Haiwee Reservoir, and from the crest of the Sierra to the crest of the Inyos. It includes Independence, Lone Pine, Olancho, Cartago, Keeler, and smaller outlying communities and establishments such as



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Aberdeen, Alabama Hills, and Boulder Creek. A map outlining the OVPA can be found at: <https://www.inyocounty.us/government/clean-air-projects-program-ii>

Projects on Indian

Reservation Lands: As sovereign lands, Indian reservations in Inyo, Mono, and Alpine counties are not part of the Great Basin Unified Air Pollution Control District. As such, the Air District has no permitting or compliance authority on these lands. However, due to the proximity of most reservations to communities in the Air District, air pollution generated on the reservations impacts Air District communities, and vice versa. The Air District's Governing Board has determined that reservation entities and residents are eligible to participate in CAPP II. Additional cooperative agreements will be required for projects on reservation lands to provide the Air District with oversight ability and payment assurances. This would likely be in the form of an agreement or memorandum of understanding between each participating tribe and the Air District.

Selection Process: Proposal review and selection will be conducted by a review panel relying on multiple evaluation criteria to provide complete consideration and comparison against other submitted proposals. To ensure that your proposal best represents your project and adequately demonstrates why it should be funded, pay close attention to noted CAPP II requirements and preferences as outlined above, as well as below in 'Projects Description'. Final selection decisions are subject to the approval of the Air District's Governing Board.

Contract and Reporting

Requirements: All projects selected for funding will be required to enter into a binding contract with the Air District to ensure projects are conducted as planned and CAPP II funds are spent as proposed. All funded projects will be required to submit regular reports and invoices for CAPP II administration purposes. Reporting and payment requirements will be decided by CAPP II administration on a project-by-project basis, as applicable to the project's level of complexity, cost and timeframe. Additional cooperative agreements may be required to provide the Air District with oversight availability and payment assurances, likely in the form of an agreement or memorandum of understanding between the funded entity and the Air District. All applicants are encouraged to define and propose specific reporting plans as relevant to their proposed project and timeline.



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Proposal

Requirements: This RFP provides information and requirements necessary for project ideas and proposal creation. When necessary, respondents may contact the Inyo County Water Department with questions throughout the proposal development process if helpful for creating a high quality proposal. Applicants should assume the only chance they have to present their project is through their submitted proposal. Proposals should be clear, concise, relevant, well organized and comprehensive, as well as address CAPP II requirements, preferences and desired outcomes as detailed in this RFP. Viable proposals that are missing relevant and/or requested information may be asked to provide the missing information to be adequately considered.

All proposals must include:

- A cover letter signed by an authorized representative summarizing the project and its highlights as related to CAPP II goals
- A title page including:
 - Project title and physical location
 - Applicant type: Individual, Nonprofit, Business, Government, Educational, Reservation, or other
 - Name and title of applicant
 - Name and title of project contact if different than above
 - Contact address, telephone number, email address, and website if applicable
 - Submission date
 - Amount requested
- Project description (1-10 pages)
- Project timeline (1 page)
- Project Budget (1-2 pages)
- Appendix with relevant attachments

Project Description

(1-10 pages): This section should describe what you propose to accomplish and how if awarded CAPP II funds. Describe your project in detail as concisely as possible, making sure to include all applicable CAPP II requirements and preferences as outlined above, such as applicant type (individual, nonprofit, business, government, educational, reservation), location of project, shared project costs, and partnerships or coalitions. If relevant, applicants should describe involved staff and procedures to ensure proper project oversight, including monitoring, contract administration, and how funds would flow from the applicant to any contractors hired for the project.



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Additional points for inclusion in your project description follow immediately below. All points are not applicable to every project or applicant, but strive to include all that are relevant. This information will be used for reviewing and funding decisions.

- Type, amount and severity of air pollution directly reduced, and how.
- Type and amount of air pollution indirectly reduced, and how.
- Project implementation description, including anticipated timeframe to completion. Include start-up activities as relevant, such as securing estimates from qualified contractors, hiring and training staff, written policies and procedures, necessary due diligence, and outreach and education activities.
- Involved participants and applicable qualifications. Attach résumés, no longer than 3 pages each, for key project personnel, including whomever is responsible for financial management. If you need to hire additional project staff, please include job announcements in appendix.
- Anticipated project benefits (who will the project benefit and how, including nearby populations and environments).
- Local economic stimulation (will the project create and/or support local jobs, and if so, how).
- Local vendors and competitive bids.
- Ongoing support of project apart from CAPP II funding.
- Potential risks to project success and risk avoidance measures (contingency plans), including applicable insurance coverage.
- Expected lifespan of completed project.
- Total project costs compared to total amount requested.
- For projects on reservation lands, describe the proposed agreement process that will allow the Air District to oversee the project's implementation and funding.

Project Timeline

(1 page): Provide a realistic project schedule – quarterly or monthly – for completing key program activities and milestones from start to end of funding requirements and project completion. (Note, all project components requiring CAPP II support must be finalized by June 30, 2025).

Project Budget

(1-2 pages): Provide a brief project budget illustrating all anticipated expenses and amounts across time, to coincide with the project timeline. Identify shared costs and in-



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kind provisions as relevant to total project costs. Include a brief narrative detailing administrative costs (CAPP II-funded administrative costs should not exceed 10 percent of the total requested amount), staffing costs and a description of how all funds will be spent. Compare the amount requested against the project's total cost.

Required Proposal

Attachments:

- Proof of relevant insurance, including liability and coverage amounts for your entity.
- If a nonprofit entity, copy of your IRS determination letter.
- If a nonprofit or for-profit business, copy of your most recent third-party audit or financial statement for most recently completed fiscal year. If your organization is not audited, submit your most recent IRS Form 990.
- If a for-profit business, copy of current business license and contractor's license if applicable: Articles of Incorporation (for corporations and limited liability corporations); Certificate of Limited Partnership, Statement of General Partnership, or a Certificate of Good Standing issued by the California Secretary of State
- Name(s), title(s), and contact information of project partners if relevant.
- Copy of any formal agreements between you and project partners if relevant, including an agreement letter from fiscal partners stating committed amounts and types of payments whether they are direct, in-kind or otherwise.
- If your entity is subject to a governing body, such as a Board of Directors or City Council, include a copy of an authorizing Resolutions.

Additional attachments may be included in demonstration of your ability to successfully implement the proposed project, such as staff résumés. Please label all appendix attachments clearly.

Proposal Submission

Directions: All proposals must be uploaded or postmarked **no later than March 31, 2022**.

Proposals should be uploaded directly on the website – however, if mailed – proposals should be printed double-sided. Mail one signed original and one complete copy including appendix materials (2 copies total) to the following address: <https://www.inyocounty.us/government/clean-air-projects-program-ii>



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Inyo County Administration
Clear Air Projects Program
Attention: Denelle Carrington
PO Drawer N
Independence, CA 93526

If sending by carrier other than the United States Post Office the physical address is:

Inyo County Administration
Clean Air Projects Program
Attention: Denelle Carrington
224 North Edwards Street
Independence, CA 93526

General

Information: An electronic copy of this RFP and other supporting documents, including the OVPA map, are available for download on the Inyo County website at: <https://www.inyocounty.us/government/clean-air-projects-program-ii>

The applicant is solely responsible for any costs incurred in the preparation of this proposal. CAPP II will not provide any compensation for such costs. CAPP II reserves the right to reject any proposal for any valid reason, to withhold consideration of incomplete proposals, to waive informalities or minor irregularities, request additional information as necessary, and change components of planned projects as necessary, including amount of funds requested.

Acceptance of a proposal or other materials during the selection process does not constitute a contract and does not obligate CAPP II to award funds. Once the selection process is complete, successful applicants will receive a letter from the Inyo County Water Department regarding the effective start date of the grant agreement and any additional conditions or information necessary to execute the grant.

CAPP II funding is subject to final approval by the Governing Board of the Great Basin Unified Air Pollution Control District, and execution of a contract between the Air District and applicant. All applicants awarded CAPP II funds



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will be required to attend an orientation meeting with the Inyo County Water Department within two months of the award announcement.

Tentative CAPP II Implementation Schedule:

RFP released January 3, 2022

Proposals due March 31, 2022

Notifications of project selections: June, 2022

CAPP projects complete and funds disbursed: June 30, 2025

For more information:

<https://www.inyocounty.us/government/clean-air-projects-program-ii>

Larry Freilich, Inyo County Water Department

InyoCAPPII@inyocounty.us / 760-920-1169

Aaron Steinwand, Inyo County Water Department

InyoCAPPII@inyocounty.us / 760-920-9578



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