



Dear Virginia Fleet,

Virginia Clean Cities is seeking proposals from fleets in Virginia interested in converting some or all of their eligible gasoline vehicles to run on Propane/Autogas engine fuel. This unique opportunity provides funding to cover the parts and labor for the conversion. **Both public and private fleet operations may participate in this program.**

This special funding opportunity is available due to changes in levels of participation of existing partners. A summary of the project, titled the Southeast Propane Autogas Development Program (SPADP) may be found at www.usepropaneautogas.com.

APPLICATION DEADLINE: THURSDAY, SEPTEMBER 30, 2010

Award Description Summary:

This grant program provides sub-grants of \$5,800 per vehicle. This includes the cost of labor to convert each vehicle as well as the conversion equipment. Equipment will be purchased directly from manufacturer by Virginia Clean Cities at James Madison University.

Vehicles that are proposed for conversion must be of at least \$5,800 in value, which is used to meet Virginia DMME cost share obligations toward the federal award. Fueling infrastructure will be provided by Alliance AutoGas. Fuel will be purchased from this facility by the fleet. Public access for fuel dispensing is not mandatory, however it is strongly preferred.

Mandatory Requirements for Virginia Fleet RFP participants:

- Fleet vehicles must have current EPA Certifications for propane operation. Current list of eligible vehicle makes and models may be found at <http://allianceautogas.com/index.php/fleet-customers>
- Fleet must be within the boundaries of the state of Virginia. Vehicles must operate majority of time within Virginia.
- Minimum match of 100%, or minimum per vehicle value of \$5,800
- Fleet must have space for adequate fueling infrastructure (dispenser, tank, etc.), preferably with potential for public access
- Conversions must be completed by early 2011
- Conversions must occur at certified conversion centers
- Fleet must commit to using Propane AutoGas 85% of on-road time
- Reporting requirements and grant period extend through December 2013
- Entity must be doing business in good standing within the state of Virginia
- Entity must be clear of any liens or impending judgments

Selection Criteria:

Please refer to the accompanying "Project Narrative" form for specific material to include in your application under each category of Selection Criteria.

- 1. Petroleum Displacement Potential (30%)**
- 2. Ability to Begin Project Quickly (30%)**
- 3. Administrative Capability (20%)**
- 4. Leverage Potential (20%)**

Instructions for Proposals for Propane Vehicle Conversion Award:

VCC has provided the accompanying form titled "Project Narrative" to use as a proposal document/application for award.

The project narrative must not exceed 5 pages, including cover page, table of contents, charts graphs, maps, photographs and other pictorial presentations when printed using standard 8.5" by 11" paper with 1 inch margins, and single spaces. EVALUATORS WILL REVIEW ONLY THE NUMBER OF PAGES SPECIFIED IN THE PRECEDING SENTENCE. The font used for answers must not be smaller than 11 point. Do not include any internet addresses (URLs) that provide information necessary to review the application.

The project narrative must include:

- *Project Objectives:* This section should provide a clear, concise statement of the specified objectives of the fleet from participation in the proposed project.
- *Selection Criterion Discussion:* This section should be formatted to address each of the selection criterion listed above. VCC at JMU WILL EVALUATE AND CONSIDER ONLY THOSE APPLICATIONS THAT ADDRESS EACH OF THE SELCTION CRITERIA.
- *Roles of Fleet Participants:* This section should describe the roles and the work to be performed by fleet participants and how the various efforts will be integrated and managed.
- *Facilities and Other Resources:* Identify the facilities and resources that are directly applicable to the proposed work.

Proposals are due Thursday, September 30, and may be emailed to pdenbigh@hrccc.org or postal mailed to the following address:

Peter Denbigh, Assistant Program Manager
Virginia Clean Cities at James Madison University
MSC 4115
James Madison University
701 Carrier Drive, HHS Room 0301
Harrisonburg, VA 22807

CONTACT INFORMATION:

- Peter Denbigh at Virginia Clean Cities at pdenbigh@hrccc.org or 540.466-4510
- Georgiana Ball at Virginia Clean Cities at gball@hrccc.org or 804.232.7549
- Steve McCoy with Alliance AutoGas at smccoy@blossmangas.com or 540.414-5523

We appreciate your interest – please call if we can be of assistance –



Virginia Clean Cities at James Madison University
701 Carrier Drive, HHS 0301 / MAC 4115
Harrisonburg, VA 22807
<http://www.hrccc.org>

Virginia Clean Cities and Southeast Propane Program Background:

Virginia Clean Cities is a statewide non-profit whose mission is to increase the use of cleaner domestic fuels, vehicles, and energy saving transportation technologies in order to improve air quality and health, reduce climate change, curb dependence on imported petroleum, and support Virginia's economy.

The Southeast Propane Autogas Development Program (SEADP) is an existing Virginia Clean Cities project that is partially funded by a Department of Energy Clean Cities American Recovery and Reinvestment Act grant. The grant was awarded to the Virginia Department of Mines, Minerals, and Energy (DMME), and Virginia Clean Cities at James Madison University is the Principle Investigator. As a stipulation of this grant, a "total chain" of vendors must be used. For this project, this chain is comprised of the PRINS/American Alternative Fuels conversion kit, Alliance AutoGas Fueling contract either by Blossman Gas or other Alliance Autogas Partner, and specific conversion centers based on your area.

Expected Number of Awards:

Number of Awards	Minimum Funding per Award	Maximum Funding per Award
1-10 awards	\$7,125 (labor cost for 5 vehicles)	\$314,925