CALIFORNIA VANPOOL AUTHORITY
1340 North Drive | Hanford, California 93230
(559) 852-2711 Main
(559) 587-0714 Fax
www.calvans.org

A person with a qualifying disability under the Americans with Disabilities Act of 1990 may request the Authority to provide a disability-related modification or accommodation in order to participate in any public meeting of the Authority. Such assistance includes appropriate alternative formats for the agendas and agenda packets used for any public meetings of the Authority. Requests for such assistance and for agenda packets shall be made by telephone at (559) 852-2696; via email to georgina.cardenas@co.kings.ca.us; by facsimile at (559) 587-0714, or written correspondence to Georgina Cardenas, at the address noted above for the California Vanpool Authority. The request must be received by 10am on the Friday before a public Authority meeting. An agenda and any attachments including public records provided to the Board after the posting of the agenda for this meeting will be available for public review at the CalVans office in addition to an electronic posting https://calvans.org/agenda-items .

BOARD MEETING

Agenda:	Board of Directors Meeting
Place:	Kings County Association of Governments CalVans office at 1340 North Drive, Hanford, CA 93230
Meeting Date:	September 12, 2019
Time:	10:00 AM

This Meeting may also be attended at the following locations:

1) **Association of Monterey Bay Area Governments**
   a. 24580 Silver Cloud Court Monterey, CA 93940
   b. McShane's Landscape Supply, 115 Monterey Salinas Hwy, Salinas, CA 93907
2) **Fresno Council of Governments**
   a. Fresno COG, 1948 High Street, Selma, CA 93662
3) **Imperial County Transportation Commission**
   a. ICTC, 1405 N Imperial Ave, Suite 1, El Centro, CA 92243 and
   b. 128 W. 5th Street, Holtville, CA 92250
4) **Kern Council of Governments**
   a. KCOG Conference Board Room, 1401 19th Street, Bakersfield, CA 93301
   b. Maricopa City Hall, 400 California Avenue, (Hwy 33), Maricopa, CA 93252
5) **Madera County Transportation Commission**
   a. MCTC, 2001 Howard Rd., Suite 201, Madera, Ca. 93637
6) **Merced County Association of Governments**
   a. MCAG Conference Room, 369 West 18th St, Merced, CA 95340
   b. Los Baños City Hall Conference, Room B, 520 J Street, Los Banos, CA 93635
7) **Riverside County Transportation Commission**
   a. Cathedral City City Hall, 68-700 Avenida Lalo Guerrero, Cathedral City, CA 92234
   b. City of Blythe, 235 N. Broadway, Blythe, California 92225
   c. Perris City Hall, 101 N. D Street, Perris, CA 92570
8) **San Bernardino County Transportation Authority**
   a. Yucca Valley Town Hall Conference Rm, 57098 Twentynine Palms Hwy, Yucca Valley CA 92284
9) **San Joaquin Council of Governments**
   a. 555 E. Weber Avenue, Stockton, CA 95202
   b. San Joaquin County Administration Building, 44 N. San Joaquin St, Room 637, Stockton, CA 95202
10) **Santa Barbara County Association of Governments**
   a. 2050 S Blosser, Santa Maria CA 93458
11) **Stanislaus Council of Government**
   a. 1010, 10th St., Suite 6200, Modesto, CA 95354
   b. 1111 I Street, Suite 308, Modesto, CA 95354
12) **Tulare County Association of Governments**
   a. TCAG Conference Rm, 210 N Church St., Ste B, Visalia, CA 93291
13) **Visalia Government Plaza Main Lobby**
   a. 5953 S Moony Blvd. Visalia, CA 93277

14) Ventura County Transportation Commission

a. Conference Roomm, 950 County Square Dr, Ste 108, Ventura, CA 9300

The call-in number for this meeting is 1-866-244-8528, Password 574681#

Please note that the Brown Act requires that Board members calling in do so from one of the locations noted above. Please contact Georgina Cardenas, CalVans Executive Director at least 72 hours before the meeting date and time if you plan on calling in from another location.

Item #	Description	Action

1) CALL MEETING TO ORDER- Chairman

A. ROLL CALL– Clerk of the Board

B. PUBLIC COMMENT (Unscheduled Appearances)

The public may address the committee on any item relevant to the authority. To comment on an agenda item, speakers should notify the staff member at the meeting location, when the agenda item is announced. The staff member will indicate whether speakers are to make their comments before or after any staff comment or report. Public comment shall precede discussion of the item by the committee. Comments by individuals and entities will be limited to five minutes or as may be reasonable as determined by the conducting officer.

STAFF REPORT-

2) **CONSENT ITEMS**- Chairman Action

All items listed as consent items are considered routine and will be enacted by one motion. For any discussion of any consent item, it will be removed at the request of any Board member and made a part of the regular agenda.

A. Minutes

1) Minutes of Board Meeting from June 13, 2019
2) Minutes of Technical Advisory Committee Meeting for August 8, 2019

B. Authorize new service contract for maintenance of vehicles. The current service contract will expire at the end of 2019. The service contract is for a three-year period and covers all vehicle types in all regions. There will be an emphasis on contractors that have the ability to service electric vehicles as a portion of our current fleet is now hybrid and electric with more zero-emission vehicles anticipated in the near future. Staff is recommending the Service Contract RFP be released in the next 2 weeks.

C. AHSC Program Application Package and Program Document Resolution. Due to changes in Director, Self-Help Enterprises (SHE) was asked by the State and Strategic Growth Council to have new executive signatures by way of a resolution for the original 2016 Affordable Housing and Sustainable Communities application and program documents. SHE staff is requesting the new director sign either a resolution or a document signed by the former Director, giving the new director the authority to continue to execute the grant. Staff is recommending the resolution as the former Director is out of the country.

D. Review of bid results for up to 270 GMC XL Hybrid 15-Passenger Vans. Bids were published in the local Hanford Sentinel and onto the CalVans website. Vehicles bids opened at 10:00 am on August 16, 2019. Staff requested 3 options as it had done historically. Option 1 however, was the only viable option in this case, as 100% of the vehicles will be utilized in the agricultural vanpool program and require Option 1 which features vinyl seats and floor covering. Staff spoke with the representatives of all four companies to discuss the bid results and is comfortable with their bids.

Staff received four bids as follows;

Bidder	Option 1	Option 2	Option 3
Liberty Chevrolet/ Freeway Toyota of Hanford	$4,826,679.00	$3,167,400.00	3,416,878.00
Three-Way Chevrolet	$4,591,114.00	$3,204,372.00	3,345,834.00
Keller Motors	$4,451,771.00	$3,160,138.00	$3,207,328.00
Motor City Buick GMC	$4,797,806.00	$3,279,440.00	3,326,630.00

The RFP was also emailed to the following vendors:

- Delano Chevrolet Buick GMC
- Ed Dena's Auto Center
- Fahrney Buick GMC
- Gill Buick GMC Cadillac
- Graham Chevrolet
- Home Chevrolet
- Hughes Automobile Company
- Kellers Motors
- Kitahara GMC Buick
- Liberty Chevrolet
- Liberty Chevrolet/ Freeway Toyota of Hanford
- Motor City Auto Center
- Paradise Chevrolet
- Richard Chevrolet
- Richard's Chevrolet
- Rio Vista Chevrolet
- Rio Vista Chevrolet
- Santa Paula Chevrolet
- Stowasser Buick GMC
- Sturgen and Beck
- Sunset Auto Center
- Taft Chevrolet Buick
- Three Way Chevrolet Sales
- Three Way Chevrolet Sales
- Visalia Buick GMC
- West-Mark
- William L. Morris Chevrolet

Staff is recommending the bid be awarded to Keller Motors in Hanford, Ca.

E. **Establish and fill additional positions.** Staff is requesting an additional Account Clerk position in the Hanford office due to increases in employer vouchers and to prepare for the projected 270 vehicles expected in the Spring of 2020. Staff is also requesting to add two additional Transit Aide positions in Monterey and Santa Barbara counties to help alleviate the increased activity and anticipated year-round vanpools in both regions. The San Joaquin and Imperial regions requests have also increased based on the employer vehicle request for the upcoming season. Staff has also been approached by an Exeter packing/processing employer looking to have 70 year-round vehicles, including the Winter months; which traditionally has been when the fewest vehicles run, helping to provide for a more balanced year-round operational fleet. Staff is recommending the addition of these new positions.

F. **Update the MOU for CalVans staff.** Staff is requesting that it be allowed to revamp the unrepresented employee benefits to reflect changes to existing on-call/call back/standby rates and to provide a clearer understanding regarding employee travel, vacation and sick leave requests and better reflect current HR trends. This change will also develop a more comprehensive rate of pay to coincide with all of the future increases expected to minimum wage. The MOU has not changed since it was signed in 2011, at the inception of CalVans, and increases are expected due to SB-3 every year through 2022. Staff has included the Schedule for California Minimum Wage rate for years 2020-2022 for employers with 26 or more employees. Staff is recommending the board allow for the MOU revisions.

Change	Minimum Wage for Employers with 26 Employees or More
January 1, 2020	$13.00/hour
January 1, 2021	$14.00/hour
January 1, 2022	$15.00/hour

3) SYSTEM UPDATES- Chairman Information

A. **Status of $4.7 million grant for purchase of Hybrid FL Vans**- Staff anticipates a second grant of $6 million in the Spring of 2020, assuming contract documents are completed in time for the purchase of the 2020 model year.

B. **Future grant funding opportunities Staff is pursuing**- Staff attended the July 24, 2019 Public Work Group Meeting for Clean Transportation Equity Projects and anticipate increase in three-year project funding for the farm worker vanpools.

C. **18/19 County Allocation**- Staff completed calculation for vanpool ridership and miles for FY18-19 sorted by County of Origin. Data showed increase in riders, however there was an overall decrease in passenger lane miles. The areas with the most significant decrease in miles were in the San Joaquin and Imperial Valley areas. There were also significant increases in the San Luis Obispo and Monterey County regions.

D. **18/19 UZA Allocation**- Staff completed calculation for vanpool ridership and miles for FY18-19 sorted by UZA. Staff discussed how the allocations of miles are distributed among counties that have UZA's vs. counties that do not have UZA's. TAC members requested more detailed reports regarding destination of vanpools and details of specific vans that operate within the area. These changes will be made prior to the submission of the reports to the NTD. Staff will work on developing clearer reports as several error were identified in the original reports, primarily in the incorrect counties being credited with the vehicle miles travelled and passenger trips.

4) **ADJOURNMENT-** Next meeting scheduled October 19, 2019 at 10:00 am

Attachments:

Item	Page	Description
2) A 1	5	Board Minutes for 06-13-19
2) B 2	8	TAC Minutes for 08-08-19
2) C	10	AHSC Resolution 19-03
2) D	11	RFP for purchase of up to 270 GMC/Chevrolet 15-Passenger Vans

Board Meeting Minutes

A regular meeting of the California Vanpool Authority was called to order by Joe Neves, Board member at 10:00am on June 13, 2019 in the conference room of CalVans, 1340 North Drive, Hanford, CA 93230.

California Vanpool Authority Members

AMBAG – Association of Monterey Bay Area Governments
Fresno COG – Fresno Council of Governments
ICTC – Imperial County Transportation Commission
Kern COG – Kern Council of Governments
KCAG – Kings County Association of Governments
MCTC – Madera County Transportation Commission
MCAG – Merced County Association of Governments
RCTC – Riverside County Transportation Commission
SBCTA – San Bernardino County Transportation Authority
SJCOG – San Joaquin Council of Governments
SBCAG – Santa Barbara County Association of Governments
StanCOG – Stanislaus Council of Governments
TCAG – Tulare County Association of Governments
VCTC – Ventura County Transportation Commission

1. CALL TO ORDER

Roll Call – Clerk of the Board

Area Representation	Commissioner	Present	Absent	Joined After Roll Call
AMBAG	Steve McShane; Scott Funk (A)	X		
Fresno COG	Scott Robertson; Ray Leon	X		
ICTC	Jim Predmore; Mark Baza (A)		X	
Kern COG	John Crump	X		
KCAG	Joe Neves; Doug Verboon (A)	X		
MCTC	Robert Poythress; Max Rodriguez (A)		X	Rep. Robert Salinas
MCAG	Mike Villalta	X		
RCTC				
SBCTA	Rick Denison	X		
SJCOG	Charles Winn	X		
SBCAG	Ariston Julian; Joan Hartman (A)		X	
StanCOG	Ted Brandvold; Jenny Kenoyer (A)	X		
TCAG	Greg Gomez		X	
VCTC	James White; John Zargoza (A)		X	

Counsel present: Nicholas Buss.
Staff in attendance: Ron Hughes, Baldev Randhawa, Teresa Rodriguez from CalVans.
Visitors in attendance: Angie Dow from KART.

2. Unscheduled Appearances:

No unscheduled appearances.

3. Consent Calendar

A. Minutes of April 11, 2019

Motion Made By:	**Steve McShane**		
2nd Motion By:	**Rick Denison**		
Motion (Pass/Fail)	**Pass**		
Commissioner	**Yea**	**Nay**	**Abstain**

Steve McShane	X		
Scott Robertson	X		
Jim Predmore; Mark Baza (A)			Absent
John Crump	X		
Joe Neves	X		
Robert Poythress			Absent
Mike Villalta	X		
Rick Denison	X		
Charles Winn	X		
Ariston Julian; Joan Hartman			Absent
Ted Brandvold; Jenny Kenoyer (A)	X		
Greg Gomez			Absent
James White			Absent

4. System Update

A. Status of $4.7 million grant for the purchase of Hybrid Farm Labor Vans

Staff received notice of award for CARB project however, due to issues with the XL Hybrid certification ordering the 154 vehicles will be delayed until October when the recertification of the hybrid kits has been approved and the pricing for the 2020 Chevrolet vans is available. We anticipate the vans to be ordered in October, delivered in January and ready for assignment during Spring 2020.

B. Future grant funding opportunities Staff is pursuing

Staff is working with CARB to secure a three year funding plan for farmworker vanpools targeting farmworkers living environmental and low income impacted areas. This funding will be approximately $18 million and result in approximately 154 vans per year of the three year funding plan.

C. Summary of On-Call tasks performed by Transit Aides

Staff reviewed summary of 2-week period of after hour/on-call services provided for all programs vans.

D. Eight Year Update

Staff reviewed ongoing letter that gives history of CalVans as well as the impact the agency has had on reducing vehicle miles traveled, NTD reporting, etc.

5. Authorize Appointment of New Executive Director

Staff completed hiring process for successor of the CalVans Executive Director position and is recommending the board to approve Mrs. Georgina Cardenas as the new CalVans Executive Director effective June 17, 2019.

Motion Made By:	**Mike Villalta**		
2nd Motion By:	**Steve McShane**		
Motion (Pass/Fail)	**Pass**		
Commissioner	**Yea**	**Nay**	**Abstain**
Steve McShane	X		
Scott Robertson	X		
Jim Predmore; Mark Baza (A)			Absent
John Crump	X		
Joe Neves	X		
Robert Poythress			Absent

Mike Villalta	X		
Rick Denison	X		
Charles Winn	X		
Ariston Julian; Joan Hartman			Absent
Ted Brandvold; Jenny Kenoyer (A)	X		
Greg Gomez			Absent
James White			Absent

6. Authorize FY 19/20 Budget

Staff is recommending adoption of the proposed FY 19/20 budget which reflects continued growth in the vanpool program and anticipates additional grant funding. Budget also includes a 6% wage increase for all CalVans employees.

Motion Made By:	**Steve McShane**		
2nd Motion By:	**Mike Villalta**		
Motion (Pass/Fail)	**Pass**		
Commissioner	**Yea**	**Nay**	**Abstain**
Steve McShane	X		
Scott Robertson	X		
Jim Predmore; Mark Baza (A)			Absent
John Crump	X		
Joe Neves	X		
Robert Poythress			Absent
Mike Villalta	X		
Rick Denison	X		
Charles Winn	X		
Ariston Julian; Joan Hartman			Absent
Ted Brandvold; Jenny Kenoyer (A)	X		
Greg Gomez			Absent
James White			Absent

7. MISCELLANEOUS COMMENTS

Angie Dow, Executive Director of KART, as well as other board members expressed sentiments and well wishes to retiring CalVans Executive Director, Ronald Hughes, for his years of service. His retirement is effective June 14, 2019..

8. NEXT MEETING DATE

The next Board meeting scheduled for Thursday, August 8th, 2019 at 10:00 am.

The meeting was adjourned at 10:28 am.

Respectfully submitted,

Georgina Cardenas
CalVans Executive Director

TECHNICAL ADVISORY COMMITTEE MEETING MINUTES

A regular meeting of the California Vanpool Authority Technical Advisory Committee was held on August 22, 2019 at 1:30pm in the CalVans Conference Room, 1340 North Drive, Hanford, CA 93230.

CALIFORNIA VANPOOL AUTHORITY MEMBERS

1) **AMBAG** – Association of Monterey Bay Area Governments
2) **Fresno COG** – Fresno Council of Governments
3) **ICTC** – Imperial County Transportation Commission
4) **KCAG** – Kings County Association of Governments
5) **Kern COG** – Kern Council of Governments
6) **MCAG** – Merced County Association of Governments
7) **MCTC** – Madera County Transportation Commission
8) **RCTC** – Riverside County Transportation Commission
9) **SBCAG** – Santa Barbara County Association of Governments
10) **SBCTA** – San Bernardino County Transportation Authority
11) **SJCOG** – San Joaquin Council of Governments
12) **STANCOG** – Stanislaus County of Governments
13) **TCAG** – Tulare County Association of Governments
14) **VCTC** – Ventura County Transportation Commission

1. ROLL CALL AND ATTENDANCE

Area of Representation	TAC Member	Present	Absent	Joined Meeting after Roll Call
AMBAG			X	
Fresno COG			X	
ICTC	Mark Braza	X		
KCAG	Teresa Nickell	X		
Kern COG	Bob Snoddy	X		
MCAG			X	
MCTC			X	
RCTC	Brian Cunanan	X		
SBCAG				
SBCTA	Nicole Soto	X		
SJCOG			X	
Stan COG			X	
TCAG	John	X		
VCTC	Caitlyn Brooks	X		

Additional Guests: CalVans staff (Georgina Cardenas, Ron Hughes, Baldev Randhawa and Teresa Rodriguez)

2. PUBLIC COMMENT

No Comment.

3. CONSENT ITEMS

All items listed as consent items are considered routine and will be enacted by one motion. For any discussion of any consent item, it will be removed at the request of any Board member and made a part of the regular agenda.

A. Minutes of 5/23/19 – Consent item postponed to next TAC meeting due to clerical error
B. Authorize new service contract for maintenance of vehicles. The current service contract will expire at the end of 2019. The service contract is for a three-year period and covers all vehicles in all regions.

Motion Made By:	**Mark**
2nd Motion By:	**Bob**
Motion (Pass/Fail)	**Pass**

4. SYSTEM UPDATE

A. **Status of $4.7 million grant for purchase of Hybrid FL Vans**- Staff anticipates a second grant of $6 million in the Spring of 2020, assuming contract documents are completed in time for the purchase of the 2020 model year.

B. **Future grant funding opportunities Staff is pursuing**- Staff attended the July 24, 2019 Public Work Group Meeting for Clean Transportation Equity Projects and anticipate increase in three-year project funding for the farm worker vanpools.

C. **18/19 County Allocation**- Staff completed calculation for vanpool ridership and miles for FY18-19 sorted by County of Origin. Data showed increase in riders, however there was an overall decrease in passenger lane miles. The areas with the most significant decrease in miles are in the San Joaquin and Imperial Valley areas. There were also significant increases in the San Luis Obispo and Monterey County regions.

D. **18/19 UZA Allocation**- Staff completed calculation for vanpool ridership and miles for FY18-19 sorted by UZA. Staff discussed how the allocations of miles are distributed among counties that have UZA's vs. counties that do not have UZA's. TAC members requested more detailed reports regarding destination of vanpools and details of specific vans that operate within the area.

E. Request for contact updates from all COG's

5. AUTHORIZE AWARD FOR THE PURCHASE OF NEW VEHICLES

Staff prepared on RFP for the purchase of up to two hundred and seventy (270) 15-passenger vans. Staff is recommending that the bid be awarded to Keller Motors.

Motion Made By:	**Bob**
2ND Motion By:	**Brian**
Motion (Pass/Fail)	**Pass**

6. MISCELLANEOUS COMMENTS

None

7. ANOUNCEMENT OF NEXT BOARD MEETING

The next TAC meeting is scheduled for September 25, 2019 at 1:30PM.
The next Board meeting is scheduled for September 12, 2019 at 10:00AM.

8. ADJOURNMENT

Meeting adjourned 1:54 pm

Respectfully submitted,

Georgina Cardenas
Executive Director

Resolution 19-03

RESOLUTION OF THE CALIFORNIA VANPOOL AUTHORITY AUTHORIZING APPLICATION FOR THE AFFORDABLE HOUSING AND SUSTAINABLE COMMUNITIES PROGRAM

WHEREAS, the State of California, the Strategic Growth Council (SGC) and the Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated April 28, 2016, under the Affordable Housing and Sustainable Communities (AHSC) Program established under Division 44, Part 1of the Public Resources Code commencing with Section 75200.

WHEREAS, CalVans (California Vanpool Authority) desires to apply for AHSC Program funds and submit the Application Package released by the Department for the AHSC Program.

WHEREAS, the SGC is authorized to approve funding allocations for the AHSC Program, subject to the terms and conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement. The Department is authorized to administer the approved funding allocations of the AHSC Program.

THEREFORE, IT IS RESOLVED THAT, CalVans is hereby authorized and directed to apply for and submit to the Department the AHSC Program Application as detailed in the NOFA dated January 29, 2016, for the 2015-16 Fiscal Year in a total amount not to exceed $5,600,000.00 of which up to $4,100,000.00 is requested as a loan for an Affordable Housing Development (AHO) ("AHSC Loan") and up to $1,500,000.00 is requested for a grant for Housing-Related Infrastructure (HRI), Sustainable Transportation Infrastructure (STI), Transit-Related Amenities (TRA) or Program (PGM) activities ("AHSC Grant") as defined the AHSC Program Guidelines adopted by SGC on December 17, 2015. If the application is approved, CalVans is hereby authorized and directed to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) in a total amount not to exceed $5,600,000.00 ($4,100,000.00 for the AHSC Loan and $1,500,000.00 for the AHSC Grant), and any and all other documents required or deemed necessary or appropriate to secure the AHSC Program funds from the Department, and all amendments thereto (collectively, the "AHSC Documents").

FURTHER RESOLVED THAT, CalVans shall be subject to the terms and conditions as specified in the Standard Agreement. Funds are to be used for allowable capita l asset project expenditures to be identified in Exhibit A of the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. Applicant hereby agrees to use the funds for eligible capital asset(s) in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package.

FURTHER RESOLVED THAT, the Executive Director, Georgina Cardenas, or designee, is authorized to execute in the name of Applicant the AHSC Program Application Package and the AHSC Program Documents as required by the Department for participation in the AHSC Program.

PASSED AND ADOPTED this 12th Day of September, 2019, by the following vote:

AYES:_____ NAY:_____ ABSTAIN:_____ ABSENT:_____

The undersigned Chairperson of the Applicant here before named does hereby attest and certify that the forgoing is a true and full copy of a resolution of the California Vanpool Authority adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended or repeated.

Signature: _____ Date: _____

-CalVans Board Chairperson

California Vanpool Authority
1340 North Drive
Hanford, CA 93230
559-852-2711
866-655-5444

July 30, 2019

Letter of Introduction:

Dear Dealer:

Attached is a notice of an opportunity for you to bid on providing up to 270 new 15-passenger vans for California Vanpool Authority (CalVans).

CalVans is a program that operates vanpools for employees to get to and from work in many counties in Southern and Central California. Each year, CalVans purchases a number of new passenger vans to replace older vehicles and meet growing demand.

The fleet consists primarily of 15-passenger GMC or Chevrolet vehicles. The vehicles are used by those traveling to traditional employment sites, as well as farmworkers traveling to the fields. Vans used by the traditional user generally have those standard items found in a 15-passenger van. Those traveling to the field use the same type van with the exception that the seats and flooring are vinyl instead of cloth and carpeting. All vehicles have a tow package and a step mounted below the passenger's side sliding door.

CalVans has need for 100 (one hundred) vans, equipped with vinyl seats and flooring and up-fitted with an XL Hybrid conversion package. These vans will be purchased as soon as the XL Hybrid conversion package has been certified by the California Air Resources Board. This certification is expected in the next 60 days. In anticipation of purchasing an additional 170 (one hundred and seventy) in spring of 2020, an option for these additional vans has been included in the proposal. Approximately 90% the units will be receiving and XL3 package from XL Hybrids.

The bid package includes:

- Instructions to Proposers (Section 1)
- General Provisions (Section 2)
- Purchase and Funding Guidelines (Section 3)
- Technical Specifications and Proposal Form (Section 4)
- Proposal Form and form for noting any exceptions (Section 5)
- Federal contact clauses and certifications (Section 6)

The California Vanpool Authority will work with the successful bidder to understand and complete the required documents as part of the contracting process. The agency's bid assistance number is **850866**

CalVans is also scheduling a conference call for anyone interested in learning more about this request for proposals and to answer any questions. The call will be held:

Date:	August 12, 2019
Time:	10:00 a.m.
Call-in Number:	1-866-244-8528
Call-in Password:	574681

Answers to all questions submitted to CalVans directly or through the conference call will be posted on the CalVans website at:

http://www.calvans.org/about-us/public-notices

Thank You for your time.

Ronald Hughes
CalVans
Public Policy Consultant
559-904-5490

REQUEST FOR PROPOSAL

California Vanpool Authority

Hanford, California

15-Passenger GMC or Chevrolet Vans

Release Date: August 1, 2019

RFP Due Date: August 16, 2019

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California Vanpool Authority

Request for Proposals (RFP)

Proposal Deadline: Tuesday August 16, 2019, 10:00 A.M.

Dear Vendor:

You are invited to submit a proposal on or before the proposal date above for the following:

100 or more 15-passenger GMC/Chevrolet Vans

The work is defined in specifications that can be found on the CalVans website at:

https://calvans.org/public-notices

Proposals acceptance will be closed at 10:01 a.m. on above date at the office of:

CALIFORNIA VANPOOL AUTHORITY
1340 NORTH DRIVE
HANFORD, CA 93230

Proposals arriving later than 10:01 a.m. or at a different location will not be considered and they will be returned unopened to the sender.

Proposals shall be submitted in a sealed envelope, clearly marked “Sealed Proposal – 15-Passenger Vans”.

During the proposal stage, all correspondence and verbal requests shall be directed to:

Mr. Ronald Hughes
California Vanpool Authority
1340 North Drive
Hanford, CA 93230

Voice: (559) 852-2696
FAX: (559) 587-0714
ron.hughes@co.kings.ca.us

NOTICE TO PROPOSERS

Notice is hereby given that California Vanpool Authority will receive up to but no later than 10:00 a.m. on Friday, August 16, 2019, sealed RFP’s for the award of a contract for the purchase of the following equipment:

100 (one hundred) GMC or Chevrolet 15-passenger Vans

Each proposal envelope should be clearly marked “Sealed Proposal – GMC/Chevrolet 15-Passenger Vans”.

Such Proposals shall be delivered during normal business hours to in the office of California Vanpool Authority, 1340 North Drive, Hanford, CA 93230.

Each proposal shall conform to and be responsive to this RFP. The information for the proposers, specifications and all other documents are now on file and copies thereof may be obtained at the office of California Vanpool Authority.

California Vanpool Authority reserves the right to reject any or all Proposals and to waive any irregularities and informalities in the Proposals received.

California Vanpool Authority reserves the right to make the selection as to the type of proposal accepted. The judgment of California Vanpool Authority shall be final as to which responsible proposers and responsive proposal meets the specifications and the following criteria:

10	Qualifications/experience of dealers
20	Spec’s / conformance with Minimum Vehicle Requirements
60	Price
10	Warranty; warranty repair and parts availability

California Vanpool Authority shall interpret each proposal to determine its conformance with the specifications and decisions in this regard shall be final and binding on all proposers.

Section 1
INSTRUCTIONS TO PROPOSERS

1.1 PREPARATION OF PROPOSAL FORMS: California Vanpool Authority requests Proposals on the form attached, to be submitted at such time and place as stated in the

Request for Proposals. It is the sole responsibility of the proposer that the proposal be received by the proper time. Any proposal received after the scheduled closing time for receipt of Proposals will be returned unopened to the proposer.

1.2 SIGNATURE: The proposal must be signed in the name of the proposer and must bear the signature in longhand of the person(s) duly authorized to sign.

1.3 MODIFICATIONS: No oral, electronic, or telephonic modifications of any proposal submitted will be considered.

1.4 ERASURES: The proposal submitted must not contain any erasures or other correction unless such is suitably authenticated by affixing in the margin immediately opposite the correction, the initial of the person(s) who signed the proposal.

1.5 ACCEPTANCE OF PROPOSAL: California Vanpool Authority is not bound to accept the apparent lowest proposal price. California Vanpool Authority reserves the right to determine, in its sole discretion, whether the proposer with the lowest bid is a responsible organization. California Vanpool Authority reserves the right to waive irregularities in proposals, to reject any and all proposals, and to negotiate with the successful proposer.

1.6. WITHDRAWAL OF PROPOSALS: Any proposer may withdraw his proposal, either personally by written request, or by electronic request, confirmed in the manner specified above, at any time prior to the scheduled time for opening of Proposals.

1.7 NOTICE OF AWARD: California Vanpool Authority will notify the successful proposer of the award within (90) calendar days of opening of the proposals.

1.8 SUCCESSFUL PROPOSAL: California Vanpool Authority shall interpret each proposal to determine its conformance with the specifications. California Vanpool Authority's decision in this regard shall be final and binding on all proposers. California Vanpool Authority will evaluate each proposal according to the following criteria:

10	Qualifications/experience of dealers
20	Spec's / conformance with Minimum Vehicle Requirements
60	Price
10	Warranty; warranty repair and parts availability

EVALUATION: (below guidelines are subject to change by California Vanpool Authority) Qualifications/experience of manufacturer: References will be check and the results documented. Points will be awarded based on the response received from other agencies.

1.9 DELIVERY TIME: The successful proposer must furnish the vehicles ready to use, not later than 90 days after receipt of order. Inability to meet the delivery requirement will be cause to reject the proposal.

1.10 VEHICLE INFORMATION: This equipment shall be new and unused, of current production model and with the latest design features. The unit shall be delivered fully operational and ready for use.

This equipment shall, in all respects, be equipped to operate legally on California State highways, night and day, and shall, in all respects, conform to State and Federal regulations pertaining to the equipment herein described. All parts of this vehicle shall conform to the provisions of the California Vehicle Code, Federal Motor Vehicle Safety Standards, and the California Code of Regulations.

The proposal shall contain a breakdown of costs of each of the following:

(a) Basic vehicle
(b) Sales tax (7.25 percent in Kings County)
(c) Options-if any

1.11 PROPOSER EXPERIENCE AND ABILITY: Proposer shall submit with his proposal, evidence of ability and experience to provide the equipment described in these specifications.

1.12 VEHICLE REGISTRATION: Successful proposer shall contact California Vanpool Authority, prior to delivery, for complete vehicle registration information. The successful proposer shall be responsible for registering the vehicle.

1.13 SUMMARY OF ITEMS TO BE PROVIDED UPON DELIVERY: The following items must be furnished by the successful proposer upon delivery of the vehicles:

(a) All warranty verification vouchers, certificates or coupons
(b) Operator's manual for vehicle and all add-on equipment
(c) Evidence of registration

1.14 AWARD: Contract award will be made to the responsive and responsible bidder whose proposal is determined to be the most advantageous to the California Vanpool Authority considering the relative importance of evaluation criteria included in the RFP.

1.15 CALL-IN MEETING FOR QUESTIONS
A phone in conference session for receiving questions is scheduled at the following time:

Date: August 12, 2019
Time: 10:00 a.m.
Phone number: 1-866-244-8528
Pass code: 574681

Answers to question received during the call in will be posted on the CalVans website at the following location: https://calvans.org/public-notices

Section 2
GENERAL PROVISIONS

2.1 DELIVERY: Delivery of the vehicle is to be completed within 90 days after receipt of acceptance of the proposer's offer by California Vanpool Authority. If the delivery is delayed because of strike, injunctions, governmental controls, or by reason of any cause or circumstances beyond the control of the manufacturer, supplier or contract, the time of completion of delivery may be extended upon written request for a time extension from the proposer. The request for extension must include detailed justification for the length of the time extension.

Following pre delivery service, the vehicles shall be delivered to 1340 North Drive, Hanford, California. Delivered vehicle shall be fitted with an approved XL3 Hybrid Electric Powertrain Conversion.

2.2 ACCEPTANCE: If any vehicle is delivered incomplete, incorrect or contains any defective or damaged parts, the proposer shall, at its expense, furnish and replace parts acceptable to California Vanpool Authority. Any delivered vehicle not conforming to this Request for Proposals will be rejected by California Vanpool Authority.

2.3 COORDINATING DELIVERY TIME: All vehicle deliveries shall be coordinated with California Vanpool Authority. The proposer shall contact California Vanpool Authority to agree upon a delivery schedule at least three working days prior to delivery. Delivery shall be made during normal working hours.

2.4 WARRANTY: The factory warranty of each unit shall include chassis, engine, drive train, modifications, etc. and shall be for the current OEM standard warranty and shall start at the date of acceptance.

2.5 TERMS OF PAYMENT: Proposer is to submit an attachment detailing their terms of payment. Proposer shall identify the discount amount, if any, for full payment within 15 days of delivery on the Proposal form. Delivery and acceptance of the vehicle shall not release the successful proposer from liability for and repair of faulty workmanship or materials found after final payment has been made.

2.6 PROTEST PROCEDURE: Anyone wishing to file a protest concerning this proposal package must do so in writing. Any written protest must be received by California Vanpool Authority no later than 72 hours prior to proposal opening. California Vanpool Authority may delay the proposal opening until the protest is resolved. Post Award Protests must be filed within 72 hours of notice of Intent to Award. Any such protest shall state the nature of complaint with specific details. Such protests will be review and a determination made prior to award.

2.7 OR EQUAL/OR APPROVED EQUAL: This proposal specification may include the terms “or equal” and “or approved equal” pertaining to certain specified components. The meaning of these terms is not the same. The term “or equal” is generally interpreted as “minimally meets or exceeds” proposal specification standards, or “is the same as or exceeds” proposal specification standards as set. The item must still meet the requirements of the technical specification.

When the term “or approved equal” is used, a proposer desiring to propose an alternate to the product referenced as acceptable is required to submit the proposed alternate item for

evaluation and approval to California Vanpool Authority within the first seven working days after the proposal is released. Proposed alternates should be sent by FAX or next day mail and will not be considered for evaluation past this period.

The proposer is specifically instructed to provide full and complete technical information concerning each alternate item, including all similarities and differences. In general, items that are proprietary with availability only to a single proposer will not be approved.

The decision to accept or reject proposed alternatives will be determined solely by California Vanpool Authority. If a proposed alternate is found to be acceptable, all potential proposers will be notified of this change in the proposal specification. A decision of rejection is final, and need not be explained by California Vanpool Authority. Proposers not following the "approved equal" rules can be judged as non-responsive by California Vanpool Authority. Non-responsive means the proposal has been declared as not meeting the intent of the product desired for purchase in a major area and therefore will not be considered further in the evaluation for purchase.

2.10 XL3 CONVERSION

Approximately 90% of the units being purchased will include a XL3 conversion kit that will be installed at an up-fitter located adjacent to the GM plant. Bidder shall be responsible to coordinate with XL Hybrids in the movement of vehicles between the plant and up-fitter and final destination.

The up-fitter for the units receiving XL conversions is A-1 Alternative Fuel Systems located at 2320 Stanislaus St. in Fresno California. Units will need to be routed through this up-fitter for the XL conversion before acceptance of the vehicles by CalVans.

Section 3
Purchase and Funding Guidelines

3.1 **General:**
The purpose of this specification is to describe a 15-passenger vans meeting the Agency's requirements.

3.2 **Purchasing Agency:**
Although this proposal represents the potential for 100 (one hundred) units, with an option for 170 (one hundred and seventy) additional units, no guarantee either expressed or implied is given by the purchasing agency to award. California Vanpool Authority reserves the right to waive irregularities in proposal specifications.

3.3 **Funding:**
Funding for this purchase may come from state and/or local funds.

3.4 **Compliance:**
All proposers must comply with these specifications and the product furnished shall be of high quality and workmanship. No advantage shall be taken by the manufacturer in the omission of any part or detail that goes to make the vehicle complete and ready for service, even though such parts or detail are not mentioned in these specifications. Any deviations proposed by a proposer must be explained in detail substantiated by manufacturer specifications of the material and supported by engineering drawings.

Proposers shall be in full compliance of these specifications in Section 4 unless so noted in an Exceptions Statement which the bidder shall attach to their proposal. Any deviation from the specifications or addendum's shall be stated in this attachment and shall describe the deviation and its specification referenced. Unacceptable deviations may be cause for proposal rejection. Regardless of the bid specifications, this vehicle shall meet all State and Federal regulations pertaining to this type of vehicle.

3.5 **Exercise of Option:**
California Vanpool Authority specifically reserves the unilateral right to exercise its option to purchase part or all of the Optional Vans after date of award of the base quantity until the cutoff date for receiving 2020 factory orders. It may do so by timely delivering to proposer written notice, including the number of Optional Vans it intends to purchase pursuant to said notice.

3.6 **Price Escalation:**
There shall be no price escalation. Any Optional Vans purchased by California Vanpool Authority shall be at the same price per van as the proposer sets forth on its completed proposal form.

Section 4

Technical Specifications

OPTION-1

SELECTED MODEL

2020 Fleet/Non-Retail 15-Passenger RWD 3500 155” Wheelbase LS

ENGINE
Vortec 6.0L V8 SFI Flexfuel with external engine oil cooler

TRANSMISSION
6 Speed automatic, heavy-duty, controlled with overdrive and tow/haul mode with internal transmission oil cooler.

AXLE
3.42 ratio

PAINT SCHEME
Solid White

PAINT
Summit White

SEATING ARRANGEMENT
15-passenger (2-3-3-3-4)

SEAT TYPE
Front bucket with Vinyl trim and outboard head restraints, including arm rests.

SEAT TRIM
Medium Pewter, Vinyl.

Floor Covering
Vinyl/Rubber

RADIO
AM/FM stereo with seek-and-scan, including Bluetooth for phone personal cell phone connectivity to vehicle audio system.

ADDITIONAL EQUIPMENT
* Power package, Convenience Package and outside heated, power-adjustable, black mirrors.
* Chrome Appearance Package Includes; front and rear bumpers, grill, with chrome dual composite halogen headlamps.

* Battery, heavy-duty 770 cold-cranking amps, maintenance-free with rundown protection and retained accessory power.
* Trailering equipment, heavy-duty includes trailering platform and 7-PIN sealed connector.
* Outside heated powered-adjustable black manual-folding mirrors.
* Sliding passenger-side door.
* Power windows and door locks.
* Door locks, power with lock-out protection.
* 10 Keys programmed for each vehicle
* Chrome/Stainless steel 36” sidestep outboard of sliding door- ONKI brand or equivalent.

STANDARD EQUIPMENT-EXTERIOR

* Wheels, 4-16”x6.5” steel includes gray center caps and steel spare.
* Tires, 5 - LT245/75R16E all-season, blackwall.
* Body, standard
* Bumpers, front and rear with step-pad.
* Grill, with single rectangular halogen headlamps.
* Headlamps, halogen.
* Mirrors, outside black.
* Glass, Solar-ray deep-tinted (all widows except light-tinted on windshield and driver and passenger side glass.
* Glass, swing-out side door window.
* Glass, full-body window package includes swing-out cargo door and swing-out side windows.
* Glass, enhanced-technology, rearmost side windows, 3-layer special glass.
* Wipers, front intermittent wet-arm with pulse.
* Front license plate kit.

STANDARD EQUIPMENT-INTERIOR

* Seats, front bucket cloth trim and outboard head restraints, includes inboard armrests.
* Console, engine cover with open storage bin.
* Cup holders, 3 on engine console cover.
* Power outlets, 2 auxiliary on engine console cover with covers.
* Floor covering, full-length carpeting.
* Steer wheel, steel sleeve column with anti-deterrent locking feature, black.
* Instrumentation, analog with speedometer, odometer with trip odometer, fuel level, voltmeter, engine temperature and oil pressure.
* Driver information center includes fuel range, average speed, oil life, tire pressure monitoring, fuel used, ice warning, engine hours, average fuel economy, tachometer, and maintenance reminders.
* Oil life monitor
* Warning tones, headlamp on and key-in-ignition.
* Compass, 8 point digital located in the driver information center.
* Convenience package, tilt-wheel and cruse control
* Theft-deterrent system, vehicle, Pass-key III
* Air conditioning, single zone-manual
* Air conditioning, rear.
* Heater, rear auxiliary.
* Defogger, front and side windows.

* Mirrors, inside rearview manual day/night.
* Headliner cloth.
* Visors, driver and front passenger, padded with cloth trim.
* Assist handle, front passenger.
* Lighting, interior with 2 dome lights defeat switch and door handle-activated switches.
* Lighting, auxiliary with reading and underhood lights.

STANDARD EQUIPMENT-MECHANICAL

* Rear wheel drive.
* Frame, ladder type.
* Suspension, front independent with coil springs and stabilizer bars.
* Suspension, rear hypoid drive axle with multi-leaf springs.
* GVWR, 9600 lbs.
* Steering, power.
* Brakes, 4-wheel antilock, w-wheel disc.
* Fuel tank capacity, mid frame and approximately 31 gallons.
* Exhaust, aluminized stainless-steel muffler and tailpipe.

STANDARD EQUIPMENT-SAFETY

* StabiliTrak, traction assistance and vehicle stability enhancement system.
* Brake/transmission shift interlock.
* Door beams, steel side.
* Daytime running lights.
* Air bags, frontal, driver and right-front passenger.
* Air bags, head/side curtain provides coverage for first 3-rows only.
* Child seat anchors all three passenger rear seats.

SPECIAL EQUIPMENT

X3-GMX500F - XL3 Hybrid Electric Powertrain Conversion for
GM Express, passenger or cargo van, 2500/3500, 4.8/6.0L
- Includes XL Link™ wireless data collection unit for hybrid vans
- Includes “Hybrid” (+ leaf) decals
- Includes Installation Labor

XL3 Dealer Contact Information:

Rory Parks
145 Newton St
Boston, MA 02135
Phone 617-718-0329
Cell 909-479-4318
Fax 617-326-8614
rparks@xlfleet.com

Option - 2 - Does not include XL3 Hybrid package

Option - 3 will have the following modifications to the above specifications:

Cloth in place of Vinyl seats

Carpet flooring in place of Vinyl flooring
This option **does not** include XL3 Hybrid Electric Powertrain Conversion

Section 5

CALIFORNIA VANPOOL AUTHORITY
PROPOSAL FORM
100 (one hundred) 15-passenger Vans

California Vanpool Authority is requesting bids for the purchase 100 (one hundred) new 15-Passenger Vans with an option for 260 (one hundred and fifty) additional vans. ("Optional Vans"), meeting the same specifications and for the same price per van as shown on the proposer's Proposal Form, and subject to the terms hereafter set forth in Sections 3.5 and 3.6. It will be necessary to provide the following cost breakdown for each vehicle for your proposal to be considered complete.

Quantity	**Description**	
Option-1 Vinyl seats and floor covering with XL3 Hybrid Package:		
One (1)	15-Passenger Van	$_____
One (1)	XL3 Hybrid Electric Powertrain Conversion	$_____
	Total with 7.25 Sales Tax	**$**_____

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Option-2 Vinyl seats and floor covering		
One (1)	15-Passenger Van	$_____
	Total with 7.25 Sales Tax	

$_____

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Option-3 Cloth seats and carpeting:		
One (1)	15-Passenger Van	$_____
	Total with 7.25 Sales Tax	**$**_____

Days Required for Delivery after Receipt of Agency Purchase Order: _____

Payment Terms Being Offered: _____

Vehicle Manufacturer and Model Number: _____

All vehicles are FOB Hanford and shall be delivered to 1340 North Drive, Hanford California address.

Submitted herewith is our proposal for the items specified as per your notice. This proposal responds to all specifications as contained in said notice, except those deviations from said specifications that are noted on the attached pages. I have read and understand both the general and itemized specifications attached.

Proposer's Name: _____

Address: _____

Phone Number: _____

By: _____

Authorized Signature Print Name and Title

EXCEPTIONS TAKEN

Please note any exceptions or substitutions taken.

_____

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