

REQUEST FOR PROPOSAL



Solicitation No. SOLTA08-001

JANUARY 7, 2008

REGION 9 BORDER 2012 PROGRAM
2008 REQUEST FOR PROPOSALS

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January 7, 2008

1.0 OVERVIEW

The Border Environment Cooperation Commission (BECC) through this Request for Proposals (RFP) is soliciting proposals from eligible applicants for projects that meet U.S. - Mexico Border 2012 Program goals and objectives as identified in Section 3, **2008 Priority Areas**. Eligible participants will be able to submit project proposals directly to the BECC as specified in this RFP. *Refer to Sub-section 5.1, description of eligible applicants.*

The BECC in coordination the with Environmental Protection Agency (EPA) will oversee the RFP process for the funding of proposed projects that address the goals and objectives of the U.S. – Mexico Border 2012 Program and priority areas (listed below) on either side of the U.S. – Mexico border for the regions of California – Baja California and Arizona – Sonora . Projects benefiting the entire U.S./Mexico border region will also be considered.

2.0 BACKGROUND

The Border 2012 Program is a bi-national collaborative effort whose mission is to protect the environmental and public health in the U.S.-Mexico border region consistent with the principals of sustainable development. BECC is an international organization established for the purpose of preserving, protecting, and enhancing the environment in the U.S. – Mexico border region. The BECC and the EPA have established a partnership wherein the BECC will administer the RFP, oversee the receipt and review of proposals, coordinate project selection, monitor project performance, and manage the EPA Border 2012 Program funds. The EPA will provide approximately \$900,000 for the BECC to award to projects, and to administer and manage the implementation of eligible projects in the California – Baja California, Arizona – Sonora, and border-wide regions. Recipients of Border 2012 funds will be expected to contribute leveraging funds in resources or in-kind contribution and to achieve measurable results within eighteen months of funding authorization or notice to proceed.

3.0 2008 PRIORITY AREAS

Proposed projects must address one of the priority areas identified by the Border 2012 partners, including; Task Forces, Policy Fora, Tribes, and states through the Regional Workgroup Co-Chairs (RWG). The partners have identified target areas to achieve the Border 2012 goals and objectives as well as any emerging issues that need to be addressed by the applicants in their proposed projects. You will find in Appendix 1 the list of the areas defined by the Border 2012 RWG as priorities or emerging issues.

4.0 SCHEDULE FOR RFP PROCESS THROUGH PROJECT SELECTION

The RFP will be issued on January 7, 2008, and any eligible applicants will be able to access the RFP on the BECC's web page on this date. Interested applicants should notify the BECC immediately upon receiving and reviewing the RFP that they intend to submit a project proposal. Interested applicants need to contact Marielena Constandse, Contract Assistant at mconstandse@cocef.org.

4.1 Schedule and Process

- A. January 7, 2008 – the Request for Proposal is issued and sent to all Border 2012 partners, including Task Forces, Policy Fora, Tribes, and Regional Workgroup Co-Chair state agencies.
- B. January 7 through May 23, 2008 – the BECC in coordination with EPA, the RWGs, Tasks Forces, and Tribes, will promote RFP participation by making presentations to explain the process and provide support as appropriate to interested applicants.
- C. January 7 through May 29, 2008 – general inquiries will be accepted in writing through email. Refer to Sub-section 5.2 .
- D. May 30, 2008 – Proposals must be received either in hard copy (paper) or by email at the addresses below before 5:00 P.M.(Juarez time) on May 30, 2008. The BECC will not accept proposals after this date and time. Please select one method for proposal submittal.

BECC
Blvd. Tomas Fernández #8069
Fraccionamiento Los Parques
Cd. Juarez, Chihuahua 32470

Or by email:
mconstandse@cocef.org – Marielena Constandse, Contract Assistant.
- E. June 2, 2008 through August 1, 2008 - the project review and selection period. *Refer to Section 7, Proposal Evaluation and Selection.*
- F. August 1, 2008 – target date for final selection of project proposals.
- G. August 15, 2008 – target date for notification of applicants on process results (i.e. project selection or non-selection.)

5. INSTRUCTIONS FOR SUBMITTING PROPOSALS

- 5.1 Proposals can be submitted by the Border 2012 Task Forces, Policy Fora, Tribes, and state agencies that are interested in proposing projects for implementation in the California/Baja California, Arizona/Sonora, or border-wide regions. Each proposal should identify the organization that will be the grantee (project sponsor). It is recommended that the proposal be supported by one or more stakeholders that have a role in the success of the project.
- 5.2 Inquiries concerning this RFP need to be submitted by electronic mail, to Marielena Constandse, Contract Assistant, at mconstandse@cocef.org prior to the proposal due date. Telephone inquiries will not be accepted. A BECC staff member, in coordination with EPA, will answer questions submitted via electronic mail.
- 5.3 Please submit your proposals directly to Marielena Constandse, Contract Assistant at mconstandse@cocef.org.
- 5.4 Proposals submitted by courier or express mail need to be addressed to, BECC, Blvd Tomas Fernandez 8069, Fraccionamiento Los Parques, CP 32470, Cd. Juarez, Chihuahua, Mexico and must be received at BECC before 5:00 PM (Juarez Time) on May 30, 2008. Proposals received after this time and date will not be considered.
- 5.5 Applicants are cautioned that mail and courier service deliveries are unpredictable and that it is the responsibility of the Applicants to ensure that its proposal is received by the BECC on or before the time and date stipulated. Hand-delivered proposals shall be delivered to the Receptionist at the BECC's office so they may be logged-in. No late proposals will be accepted.
- 5.6 Applicants are encouraged to submit proposals by electronic mail **and should confirm receipt of their proposal** with Marielena Constandse at mconstandse@cocef.org failure to do so may result in your proposal not being considered.

6.0 PROPOSAL PREPARATION PROCEDURES

- 6.1 Submittal of Proposals
 - A. Applicants shall submit project proposals with a cover page that clearly identifies the RFP number, title of project, and the name and address of the applicant that is submitting the proposal.
 - B. Project proposals shall be in either English or Spanish. Applicants should prepare proposals in their preferred language in order to better define the project.
 - C. The informational outline for the proposal itself should include the following:

1. Legal name of applicant's organization or institution.
2. Project title that clearly defines the proposed project.
3. Brief statement of how project meets one of the 2008 Priority Areas. *Refer to Section 3, 2008 Priority Areas.*
4. Project description which briefly identifies the following:
 - environmental or health issues (statement of need),
 - intended purpose of the project,
 - benefits to the public or environment,
 - Border 2012 objectives to be met,
 - the measurable results,
 - leveraging of funds (e.g. in-kind, committed partnerships, applicant funds, other source of funds) Projects with leveraging will improve their scoring under the evaluation criteria of this solicitation.
 - Long term applications or sustainability,
 - any previous studies or work performed,
 - overall project timeline not to exceed 18 months,
5. Estimated project budget e.g., salaries, sub-contract cost, travel, supplies, and leveraged funds.
6. Applicant's primary project contacts with job titles, name of organization, e-mail address, and telephone number.
7. Each proposal should recommend the appropriate organization to be the grantee (project sponsor). *Refer to Sub-section 5.1.*
8. Explain any stakeholder support and their involvement. *Refer to Sub-section 5.1.*

6.2 Proposal Format

- A. All proposals must be typewritten on standard 8 ½” X 11” size paper with at least 1” margins and bound on the left-hand margin with a font size of written text no smaller than computer, courier 12 font.
- B. Proposals shall be a maximum of 3 pages, not including any cover letter or the front and back covers.

7.0 PROPOSAL EVALUATION AND SELECTION

7.1 Eligible applicants are encouraged to submit proposals within the timelines stipulated in this RFP. Projects will be reviewed and evaluated based on completeness and how directly they address the 2008 Priorities and evaluation criteria, referenced in Section 3, above. The selection criteria will include the ability of the proposed project to advance Border 2012 Goals and Objectives, feasibility of project implementation, coordination with other resource partners, past performance of project applicant, leveraging of other funds/resources, proponent’s method for monitoring, evaluating and reporting measurable results, long-term applicability or sustainability, and the expected results and benefits to be achieved within 18 months.

7.2 The selection process will entail a two-stage procedure. The first stage will be a preliminary assessment of the proposed project. BECC and EPA will provide the initial evaluation by reviewing, scoring, and identifying the top ranked potential projects. BECC and EPA will identify and rank the projects based on the evaluation criteria and point values indicated in Appendix 2. During the review and selection process, BECC may request additional information from the project applicants to further define the project and to complete the evaluation in accordance with the requirements of this RFP. The BECC and EPA will develop a list of top ranked projects based on the scoring criteria and with consideration to: total amount of funding requested and available, distribution of projects among the 6 goals and objectives, and their distribution among border states. These top ranked proposals will be recommended to the Final Review Committee.

In the second stage of the evaluation and selection process, the Final Review Committee, composed of BECC and the Regional Workgroup Co-chairs or their designees, will conduct a thorough review of the short listed proposals. The Committee will rank the projects on completeness of proposals, viability of project, and available funds. Projects will then be prioritized for funding. If necessary and in coordination with project sponsors proposed projects will be modified to match the funds available.

7.3 The BECC intends to issue a Technical Assistance Agreement to the successful applicant for the project proposal selected for Border 2012 funding, upon submission of an acceptable work plan.

APPENDIX 1

CALIFORNIA/BAJA CALIFORNIA BORDER 2012 PRIORITIES FOR 2008

Goal 1-Reduce Water Contamination

- Reduce water quality impacts from illegal settlements along the Alamar River and canyons that feed the Tijuana River Estuary.
- Reduce sediment loads into the Tijuana River Estuary
- Increase monitoring of coastal water quality and posting of beaches
- Increase water conservation and reuse

Goal 2- Reduce Air Pollution

Projects should reduce emissions of air pollutants in the border region. Priority will be given to projects that can quantify emissions reductions of the following pollutants:

- **PM₁₀**
 - Road Dust
 - Agriculture Practices
- **Ozone and PM_{2.5}**
 - Brick Kilns
 - Diesel Emissions from Mobile Sources
 - Vehicle Idling
- **Greenhouse Gases**
 - Energy Efficiency
 - BioFuels
 - Other Renewable Energy
 - Methane Capture

Goal 3-Reduce Land Contamination

- Develop sustainable post-consumer voluntary electronic collection events and recycling centers with public-private partnerships designed to increase infrastructure for reuse or recycling of electronics (with priority given to telephones and computer components) and divert waste from landfills or illegal dumping.
- Implement practices and provide resources to prevent public health and environmental risk by stabilizing the largest existing municipally owned-operated scrap tire stockpiles
- Develop sustainable organic waste recycling programs including practices that favor composting and/or energy recovery such as methane to markets by creating public-private partnerships that build upon or create new municipal government infrastructure and divert waste from landfills or illegal dumping.
- Promote the development of solid or hazardous waste reuse and recycling programs that target small to medium size business in specific industry, academic or government sectors

(vehicles maintenance, agriculture, electronics industry, academic, municipal governments) and divert waste into solid or hazardous waste landfills or illegal dumping.

Goal 4-Improve Environmental Health

- Air Quality and Impacts on Human Health
- Lead Exposure Prevention
- Improve pesticide use and management

Goal 5-Reduce Exposure to Chemicals as a result of Accidental Chemical Releases and/or Acts of Terrorism

- Sponsor binational exercises, including the Four Sister City Exercise (San Luis/Yuma, San Luis Rio Colorado, Mexicali and Imperial County) programmed for 2008.
- Conduct the necessary HAZMAT capacity building and secure the associated required Personal Protective and Response Equipment for Mexican Border First Responders

(EPA also is proposing to work with the CAL EPA, and the CA Office of Emergency Services to achieve these objectives.)

Goal 6-Improve Environmental Performance through Compliance, Enforcement, Pollution Prevention, and Promotion of Environmental Stewardship

- Promote product stewardship and appropriate final disposition of goods
- Reduce municipal GHG emissions through energy savings e.g., ICLEI's PePS program
- Implement Environmental Management Systems workshops to increase number of companies certified to ISO 14001.
- Implement projects that follow-up on high-risk sources identified by, e.g., water quality monitoring, air emissions inventories, identification of waste streams, and analysis of environmental health data.

ARIZONA/SONORA BORDER 2012 PRIORITIES FOR 2008

Goal 1- Reduce Water Contamination

- Water Flooding in Sonora (Best Management Practices):
 - a. Educating Communities
 - b. Water Recharge
 - c. Water shed management in coordination with entities as CONAGUA
 - d. Impacts of flooding (to reduce erosion)
 - e. Conservation pilot projects
- Leverage projects to prevent and offset impacts of flooding on infrastructure and water quality in Ambos Nogales

Goal 2- Reduce Air Pollution

Projects should reduce emissions of air pollutants in the border region. Priority will be given to projects that can quantify emissions reductions of the following pollutants:

- Ozone and PM2.5:
 - Brick kilns;
 - Diesel Emissions from mobile sources;
 - Vehicle idling.
- Greenhouse Gases:
 - Energy Efficiency;
 - BioFuels;
 - Other Renewable Energy;
 - Methane Capture
- PM10:
 - Road Dust;
 - Agricultural practices.
 - Unpaved roads -Educate communities on overall health impacts of unpaved roads (local Gov't's)

Goal 3- Reduce Land Contamination

- Solid Waste Management and Promotion of Recycling Markets of Tires:
Tire piles: Finish cleanup of tire piles and promote outreach and practices defined in the Binational Scrap Tire Management Initiative. Include other key communities as Nogales, and San Luis, Arizona
- Proper Management of Solid Waste: Support and Promote activities that address the lack of infrastructure for treatment, storage, and disposal of hazardous waste, monitoring of cross-border hazardous cargo shipments; and development of recycling markets to reduce the generation of waste in border communities. Specifically to include:
 - a. Community Outreach and Education on Hazardous and Solid waste projects and disposal facilities.
 - b. Identify and address priority waste streams e.g., electronic waste, used oil, and battery waste
- Support efforts that lead to effective and results-oriented projects at mine sites in Arizona/Sonora

- Coordinate with Existing UDM waste related projects: Seek funding to deal with Undocumented Migrant Waste.

Enforcement: 1. Conduct training for industrial inspectors in Sonora and identify compliance assistant programs that would benefit the region. 2. Support activities to facilitate development of a sustainable ADEQ inspector program at Arizona's border port of entry.

Goal 4- Improve Environmental Health

- Reduce the use of high risk pesticides in the border region, by promoting the use of reduced risk pesticides and other risk reduction techniques
- Promote idling reduction practices of diesel vehicles in border communities including commercial truck traffic, and best management practices to reduce ambient air emissions with detrimental effects on children
- Begin piloting Air Quality Index reporting or similar information tool in border communities with major land port of entry to promote children's environmental health. Conduct Outreach Campaign (s)
- Increase awareness and practices of families, community professionals and education providers regarding health impacts on children from exposure to environmental toxins. Conduct Outreach Campaign (s)

Goal 5- Reduce Exposure to Chemicals as a result of Accidental Chemical Releases and/or Acts of Terrorism

Leveraging resources from sources such as the US Northern Command and Department of Homeland Security, strength border emergency preparedness and response through:

- Expand capacity building and binational exercises, including the Four Sister City Exercise (San Luis/Yuma, San Luis Rio Colorado, Mexicali and Imperial County) programmed for 2008. Secure the necessary personal protective equipment.
- Develop/Strengthen sister city plans with updated notification procedures, detail maps, all responsible response jurisdictions and results of 2007 high risk identification studies
- Finalize the trinational plan between the Tohono Nation and AZ and Mexican municipalities.

Goal 6- Improve Environmental Performance through Compliance, Enforcement, Pollution Prevention, and Promotion of Environmental Stewardship

- Promote sustainable environmental management with municipalities and/or private sector (e.g. P2, and EMS)
- Promote product stewardship and end-of-life management among manufacturers (e.g., electronics take-back programs)
- Implement projects that follow-up on high-risk sources identified by e.g., water quality monitoring, air emissions inventories, identification of waste streams, and analysis of environmental health data.

APPENDIX 2

PROJECT SELECTION, EVALUATION, AND RATING CRITERIA

	Criteria	Max Points	Score
1.	Project ability to advance B2012 goals and objectives	25	
A.	Project proposals that address a Border 2012 Goal, Objective, and 2008 Priority Area(s)	15	
B.	Projects proposals that have coordinated with Border 2012 program stakeholders (i.e. task forces, regional workgroups, or policy fora) and program partners (e.g. local, state, federal governments, tribes, and local community).	10	
2.	Project Design and Leveraging	45	
A.	Project proposals that clearly identify appropriate expertise, planning, tasks and/or activities, and budget that will achieve indicated objectives.	20	
B	Proposed budget that leverages other resources (e.g. matching funds or in-kind services from applicant, other agencies, private sector, and/or Border 2012 partners).	25	
3.	Measurability of Project Results	30	
A	Results that are measurable and clearly identified.	15	
B	Results that can be achieved within 18 months from beginning of project.	10	
C	Results that have broad geographic applicability or long-term sustainability.	5	
	Total Points	100	