

August 17, 2021

REQUEST FOR PROPOSALS TO DEVELOP AND PRESENT A NOX CONTROL TECHNOLOGIES TRAINING

I. Overview of NESCAUM

NESCAUM is a 501(c)(3) nonprofit association of air quality agencies in the Northeast including Connecticut, Maine, Massachusetts, New Hampshire, Rhode Island, Vermont, New Jersey, and New York. Our purpose is to provide scientific, technical, analytical, and policy support to the air quality programs of the eight Northeast states. A fundamental component of our efforts is to assist our member states in implementing national environmental programs required under the Clean Air Act and other federal legislation.

NESCAUM hosts committees and workgroups comprised of state staff who meet regularly to discuss issues ranging from regional haze to air permitting to mobile source issues. NESCAUM also provides forums for public education, promotes air quality initiatives, and hosts the [Clean Air Academy](#), which provides advanced air quality training for state officials.

II. Purpose and Expectations

The purpose of this Request for Proposals (RFP) is to solicit technical proposals and cost bids for the development and teaching of a course on emissions control technologies for nitrogen oxides (NO_x). The context is to inform state air agency staff of NO_x control technologies that can address Clean Air Act requirements for Reasonably Available Control Technology (RACT) for existing major sources in ozone nonattainment areas and the Ozone Transport Region (OTR); Best Available Control Technology (BACT) for major new or modified sources in attainment areas; and Lowest Achievable Emission Rate (LAER) for major new or modified sources in non-attainment areas and the OTR.^{1,2}

The intended audience of this training is new, entry-level, and semi-experienced governmental stationary source permit engineers, inspectors, regulatory agency staff, and environmental specialists. The awardee must complete the development of a course curriculum, a student course manual, and an instructional slide deck by spring 2022.

III. Background

NO_x Control Technologies will present foundational information on implementation of NO_x RACT, BACT, and LAER requirements. This includes an introduction and relevant history section that provides definitions of RACT, BACT and LAER and an explanation of when each is each required. The training should additionally explain the role of RACT in State Implementation Plans (SIPs), which source types are subject to those requirements, and the resources available for technology reviews, as well as the

¹ <https://www3.epa.gov/ttnecat1/rblc/htm/welcome.html>

² <https://www3.epa.gov/region1/airquality/noxtract.html>

subjects listed in the following section. NESCAUM states have identified *NOx Control Technologies* as a high-demand training topic for its member states.

IV. Course Materials

The awardee will create a student manual and instructional slide deck. The successful bidder shall propose an instructional program that, at minimum, addresses the topics listed below. The instructional program shall be designed for presentation using a series of slides and handouts, all of which shall be available in electronic format using Microsoft or Microsoft-compatible products. The topics in the instructional program shall include, but not necessarily be limited to:

1. History and definitions of RACT, BACT, and LAER and when each is each required.
2. History and description of EPA's New Source Review (NSR) Program.
3. The role of RACT in SIP planning and the relationship between RACT and Reasonably Available Control Measure (RACM) requirements.
4. RACT review process, anti-backsliding provisions, and state/local discretion.
5. Source types subject to NOx RACT and status of adoption of RACT measures for those sources in states, measures adopted, state-to-state consistency.
6. Resources available to support reviews, including the Ozone Transport Commission's RACT Tool. The Ozone Transport Commission's RACT tool (currently in development) will provide information on NOx and VOC limits for each of the Ozone Transport Commission states, plus the District of Columbia. The tool links to RACT rules for stationary sources, such as natural gas boilers, cement kilns, natural gas pipeline compressors, and other categories. The user can search by pollutant, source, or state. A draft version of the tool is available upon request.
7. How BACT and LAER are determined, and the cost thresholds used by states in BACT determinations while also including consideration of new technologies and alternative production processes/sites/sizes.
8. NOx major sources for RACT, major source thresholds, applicability trigger (potential to emit (PTE) versus actual emissions), once-in-always-in RACT policy, PTE calculation, voluntary restrictions in lieu of add-on controls, negative declarations, delisting a facility (e.g., out of business, demolished).
9. Brief overview of source types subject to VOC RACT.
10. Specific source categories and control technologies
 - a. Discussion of RACT determinations for turbines, boilers, engines, hot mix asphalt plants, and municipal waste incinerators. Glass furnaces, natural gas pipelines, and sewage sludge incinerators should also be covered if time permits.
 - b. Control technologies, including Selective Non-Catalytic Reduction (SNCR), Advanced SNCR, and Selective Catalytic Reduction (SCR); and qualitative discussion of older technologies, including water injection, flue gas recirculation, over-fire air and under-fire air. If the training includes reciprocating engines, then qualitative discussion of Nonselective Catalytic Reduction (NSCR), timing retardation, and other engine modifications should also be included.

- c. NOx control technologies and BACT considerations for minor sources of NOx.

The successful bidder shall propose a classroom instruction program of sufficient length and content to address the items listed above.

V. Submission Requirements

If you are interested in developing and presenting this course, please email your proposal to kmurphy@nescaum.org or mail to:

Kara Murphy
NESCAUM
89 South Street, Suite 602
Boston, MA 02111

Proposals must be received by 5:00 PM EST on September 30, 2021.

Your proposal should be brief, no more than 10 pages, and must include the following:

1. If incorporated, company name, DUNS number, and confirmation that the company is registered on sam.gov (which has replaced the US government's central contractor registration system).
2. Instructor(s) name and short resume, including information about when and for whom the instructor has previously taught this and/or related classroom courses and experience with presenting webinars.
3. Dates available for course presentation in 2022.
4. Course Description:
 - a. Agenda and/or topics covered
 - b. Number of hours of instruction
 - c. Limits (if any) on class size
 - d. Materials to be provided
 - e. List of any proprietary equipment or software used in the course and purpose of their use.
 - f. Capability to host this course remotely as a webinar and in person.
5. Student requirements for pre- or post-class homework, and class computer needs for participating students.
6. Contact information for three references knowledgeable about the instructor's qualifications and performance.

7. If awarded the contract, contractor will need to comply with NESCAUM's MBE/WBE policy which states that if subcontracting, to the fullest extent possible, at least 10 percent of the contract funds will be made available to organizations owned or controlled by socially and economically disadvantaged individuals.

8. Submissions must comply with Subpart C of 2 CFR Part 180 entitled, "Responsibilities of Participants Regarding Transactions Doing Business with Other Persons," and contractor must certify that he/she is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency.

9. Insurance: Proposal must describe the company's insurance coverage and indicate the company will provide a copy of their insurance certificate as a part of entering into an agreement with NESCAUM.

10. Tax Liabilities: Proposal must affirm that the contractor:

- (1) is not subject to any unpaid federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability; and
- (2) has not been convicted (or had an officer or agency acting on its behalf convicted) of a felony criminal conviction under any federal law within 24 months preceding the award, unless EPA has considered suspension or debarment of the corporation, or such officer or agent, based on these tax liabilities or convictions and determined that such action is not necessary to protect the US Government's interests.

11. Civil Rights: Proposal must affirm that in carrying out this project the contractor will comply with laws and regulations prohibiting discrimination based on race, color, or national origin (including limited English proficiency), and prohibiting discrimination against persons with disabilities, and prohibiting discrimination on the basis of age or sex.

12. Indicate in your proposal if NESCAUM will have the right to post publicly and re-use instructional materials, including handouts and presentations used in this class. Specify any limitations on free use and the rationale for the limitations. Note that NESCAUM requires information and materials developed with NESCAUM support to be made available to the public.

13. Cost Proposal:

- a. Instructional service charges - fixed fee cost for development of curriculum and presentation including any course updates, preparation, reports, and course delivery for each of the two instructional delivery methods (classroom and webinar).
- b. When estimating your costs, be advised that we expect instructors to arrive the day before the course begins and leave the evening the course ends except in special circumstances that should be

specified in the proposal. Note: NESCAUM will be supporting travel and lodging expenses for instructors. Travel costs should not be included in the cost proposal.

- c. Other relevant itemized expenses, if any. Pre-approval by NESCAUM of these costs will be required.

VI. Criteria for Evaluation of Proposals

NESCAUM will only select experienced contractor(s). Selection criteria will include:

- Responsiveness of the written proposal to the requirements outlined in this RFP
- Course content and instructional method, including use of appropriate equipment and materials
- Instructor qualifications and experience in presenting the course material
- Availability of course outline and materials for posting to the NESCAUM website and for future use by NESCAUM
- References
- Dates available to present the course
- Proposed costs for completing the tasks specified
- Percentage MBE/WBE participation

NESCAUM is not required to award a contract under this RFP. NESCAUM is also not required to select the lowest cost bid but will consider cost among the other factors listed above. It may be necessary to utilize more than one contractor to obtain needed expertise. NESCAUM may request follow-up bids from selected contractors if necessary to obtain further information before making final selections.

If awarded this contract, the contractor must meet the requirements described in 40CFR30, “Uniform Administrative Requirements for Grants and Agreements with Institutions of Higher Learning, Hospitals, and Other Non-Profit Organizations.”

All information and data developed and/or updated under this contract will be in the public domain. This includes materials and presentations. If the proposed course will include the use of any materials considered proprietary and not in the public domain, this must be noted in the proposal.

Any questions about this RFP should be sent in writing via e-mail to Kara Murphy, NESCAUM Training Coordinator, kmurphy@nescaum.org.