

# Texas Natural Gas Vehicle Grant Program (TNGVGP)

## Questions and Answers of General Interest

**This document will be regularly updated throughout the solicitation period.**

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**Participating Dealer Solicitation**

**How do the TNGVGP Participating Dealer requirements apply to transactions where the customer buys directly from the manufacturer? Who should apply as the TNGVGP Participating Dealer in these cases?**

All entities that apply to become a Participating Dealer must meet the criteria established in the Participating Dealer Proposal Forms and Request for Proposals (RFP). If a manufacturer desires to contract with the TCEQ as a Participating Dealer, they must meet those requirements, including having a permanent physical location and representative in Texas; complying with all applicable laws and regulations for providing the services proposed as a Participating Dealer; being the entity that provides the vehicle and packaged invoice; and other responsibilities as outlined in the RFP.

**Which Participating Dealer business service category should I apply under?**

An entity applying to contract with the TCEQ as a Participating Dealer must identify the types of services they intend to provide. The entity must be legally authorized to conduct those services in Texas.

**If our company comprises multiple dealership locations, do we need to submit a separate Participating Dealer proposal for each?**

Yes. A Participating Dealer contract will only apply to one physical location. Each dealership location must apply separately.

**Do you have examples of the narrative responses to questions in the Request for Proposals (RFP) for Participating Dealers, Section 4: Agreement Activities? What are you looking for?**

No. The entity should provide narrative responses that describe the existing or proposed resources available to perform the Agreement Activities. The full explanation of the Agreement Activities can be found in Article 4.8 of the Participating Dealer Terms and Conditions available at the TNGVGP Web site:

[http://www.tceq.texas.gov/airquality/terp/tngvgp\\_apps.html#forms](http://www.tceq.texas.gov/airquality/terp/tngvgp_apps.html#forms)

**Is the proposal deadline in the RFP (March 30, 2012) a postmarked date or received by date?**

The date March 30, 2012, is not a hard deadline for proposal submission. Potential dealers who submit proposals prior to March 30, 2012, will be more likely to have a contract completed in order to participate in the TNGVGP grant solicitation as soon as it is posted. Participating Dealers must also attend a training session hosted by the TCEQ before being allowed to participate in the TNGVGP grant solicitation. The TNGVGP is a first-come first-served grant

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program and Participating Dealers that have not taken the required training may be unable to submit applications until the training requirement is satisfied.

### **Participating Dealer Responsibilities**

**Does the dealer have to take possession of the old vehicle to ensure that it is properly destroyed? For instance, what happens in situations where a grantee retains possession of the vehicle and, subsequent to the grant reimbursement repairs the hole in the block and frame, and then sells the vehicle for continued operation?**

No, the dealer is not required to take possession of the old vehicle and/or engine. The dealer's role regarding disposition is to arrange for the disposition and assist the grantee with submitting the disposition confirmation forms to the TCEQ. The grantee will have a separate contract with the TCEQ, which will cover the grantee's responsibilities including but not limited to disposition confirmation of the old vehicle and/or engine. The grantee will be responsible if the vehicle is subsequently returned to operation in Texas.

**How would a dealer ensure that grantees will operate the grant-funded vehicles in the eligible areas, especially if the grantee has apportioned registration for current vehicles?**

The grantee, not the dealer, will be responsible for ensuring that the grant-funded vehicles are operated according to the contract terms. However, Participating Dealers will be responsible for explaining the requirements to potential applicants, including the requirement that they may be required to return grant funds if they cannot satisfy the annual usage requirements.

**What are the records kept by the dealer that must be provided to TCEQ?**

Participating Dealers will receive supporting documentation to show that the grant applicant meets the eligibility requirements laid out in the TNGVGP grant solicitation. While in possession, dealers must maintain these records in accordance to the recordkeeping/audit terms covered in Articles 4.9 through 4.17 of the Participating Dealer Terms and Conditions. The dealers must transfer the documents to the TCEQ within ten days of the submission of the disposition verification forms, or within ten days of notification from the TCEQ that a grant application is ineligible or otherwise not selected for funding. This applies to documentation collected or prepared by the dealers regardless of whether there had been a grant awarded, including, but not limited to, the grant applications, certifications, and supporting documentation.

Documents that the dealers collect or prepare in the course of normal business may be retained by the dealers; however, the dealers shall not retain any documents containing social security numbers (SSN's), vehicle identification numbers (VIN's), or any copies of government-issued identification cards without the express consent of the Grant Applicant. Documentation relevant to performance that is not required to be transferred to the TCEQ shall be retained for three years past the termination of the Participating Dealer contract.

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#### **Can amendments be executed for the Participating Dealer contracts to expand an existing Participating Dealer's business service category (see Section 3 of the Participating Dealer Proposal Form and Section 1.3 of the RFP)?**

Yes, an existing Participating Dealer can request to amend their contract to expand the business services provided to grant applicants. The Participating Dealer will need to justify the amendment by submitting the applicable license and other supporting information to the TCEQ.

#### **What types of leasing arrangements are authorized under the TNGVGP?**

Both capital/finance leases and regular leases may be funded under the program. It is expected that the leases will either need to include a binding commitment for the lessee to own the vehicle at the end of the lease or the lease term will need to extend for the life of the activity. In addition, the requirements may state that the amount reimbursed under the grant be for an up-front buy-down of the lease or for lease payments over a very limited time period. The detailed program requirements will be included in the Request for Grant Applications and the grant contract terms and conditions that will be available when the grant application period opens.

### **TNGVGP Grantee Requirements**

#### **Does the TNGVGP fund fleet expansion projects where an old vehicle and/or engine is not required to be permanently destroyed?**

No, this program is only for the replacement or repower of an existing vehicle.

#### **Is the grantee required to report an annual mileage or fuel usage amount?**

Yes, grantees will be required to report usage in order to verify compliance with the requirement that grant-funded vehicles be operated at least 75% of total annual usage in the eligible counties. Grantees will not be required to meet a specific usage amount commitment.

### **Standardized Grant Award Table**

*The standardized grant award table is still being developed. Therefore, the TCEQ is not able to answer specific questions about the table at this time.*

### **Natural Gas Vehicle and Engine List**

#### **How will the TCEQ compile the Natural Gas Vehicle and Engine List?**

The TCEQ has requested information from the Original Equipment Manufacturers (OEMs) that are the named manufacturer on the Environmental Protection Agency (EPA) Certificate of Conformity for the natural gas vehicle or engine. The TCEQ will review the responses to ensure that the models submitted meet the program requirements. The TCEQ is also researching and compiling EPA certificates of conformity, for eligible models. The list will be posted on the TCEQ's Web site prior to or when the TNGVGP grant solicitation is opened.

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For more information on the Information Request to OEMs, please visit:

[http://www.tceq.texas.gov/airquality/terp/tngvgp\\_oem.html](http://www.tceq.texas.gov/airquality/terp/tngvgp_oem.html)

**Should the dealer contact the OEMs to be sure they respond to the Information Request?**

Yes, it is recommended that dealers work with the OEMs to be sure that information is provided regarding vehicles and engines that the dealer intends to make available under the program.