

**Texas Commission on Environmental Quality (TCEQ)  
Texas Emissions Reduction Plan (TERP)  
Drayage Truck Incentive Program (DTIP)**

**Request for Grant Applications  
Fiscal Year (FY) 2015  
Grants for Projects to  
Reduce Emissions of Oxides of Nitrogen (NO<sub>x</sub>)  
At Eligible Seaports and Rail Yards  
Solicitation No. 582-15-50560**

**September 22, 2014  
Texas Commission on Environmental Quality (TCEQ)  
Air Quality Division  
Implementation Grants Section, MC-204  
P.O. Box 13087  
Austin, Texas 78711-3087**

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Applications will be accepted for consideration during this grant solicitation period on a first-come, first-served basis at the front desk, Room 1301, 1st floor of Building F on the premises of the TCEQ (12100 Park 35 Circle, Austin, TX, 78753) by no later than 5:00 p.m. Central Standard Time, May 29, 2015. Applications received in the TCEQ mail room on this date are not guaranteed to be delivered to Building F, Room 1301 by the required deadline. Applicants are highly encouraged to plan their submissions accordingly.

Note: The award of the grant is dependent upon the availability of funding and the TCEQ may suspend acceptance of applications prior to the closing date.

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**Texas Commission on Environmental Quality  
Texas Emissions Reduction Plan (TERP)  
Drayage Truck Incentive Program (DTIP)**

**Request for Grant Applications (RFGA)  
Fiscal Year (FY) 2015  
Grants for Projects to  
Reduce Emissions of Oxides of Nitrogen (NOx)  
At Eligible Seaports and Rail Yards in Texas**

**1.0 INVITATION**

The Texas Commission on Environmental Quality (TCEQ or commission) invites applications from persons or entities who operate on-road and/or non-road drayage trucks at seaports and rail yards located within the air quality nonattainment areas of Texas. Incentive funding is available for activities that will reduce emissions of nitrogen oxides (NOx) and other pollutants, including particulate matter (PM), at these facilities and in the nonattainment areas and other affected counties (Appendix A). Eligibility is limited to persons that own or lease the vehicles to be replaced.

**1.1 PURPOSE**

The DTIP is established under Chapter 386, Subchapter D-1, of the Texas Health and Safety Code (THSC). Rules for the program have been adopted by the commission in Title 30 Texas Administrative Code, Chapter 114 (30 TAC 114), Subchapter K, Division 8. The TCEQ has also adopted the Texas Emissions Reduction Plan: Guidelines for the Drayage Truck Incentive Program (guidelines) which contain more specific standards governing this program. Copies of the rules and guidelines are available at the TERP website <[www.terpgrants.org](http://www.terpgrants.org)>.

**1.2 TERP GOALS**

The goals of the TERP are to:

- assure that air in Texas is safe to breathe and meets minimum federal standards established under the federal Clean Air Act (42 U.S.C. Section 7407); and
- develop multi-pollutant approaches to solving the state's environmental problems.

To implement the TERP, the DTIP will provide grants for eligible activities to offset the incremental costs of projects that reduce emissions of NOx and PM from high-emitting internal combustion engines at eligible seaports and rail yards.

**1.3 DEFINITIONS**

Terms as they are defined in THSC Chapter 386, the program rules, and the guidelines apply to this program. Key definitions from the guidelines necessary to understand the provisions in this RFGA are provided below. If there is any conflict between the definitions in the guidelines and the definitions provided below, the guidelines shall prevail.

- **Activity.** Each individual replacement of a drayage truck.
- **Activity Life.** The period over which the grant recipient commits to use the grant-funded vehicle or equipment in accordance with the terms of the grant contract. The activity life for grants awarded under this RFGA will be five years. The TCEQ will establish a start date for each activity, which will usually be as soon as the TCEQ has verified that the vehicle being replaced has been properly disposed of.
- **Day Cab.** A drayage truck cab that does not have a compartment behind the driver's seat intended to be used by the driver for sleeping.
- **Drayage Activities.** The transport of cargo, such as containerized, bulk, or break-bulk goods.
- **Drayage Truck.** A heavy-duty on-road or non-road vehicle used for drayage activities and that operates on or transgresses (i.e., passes) through a seaport or rail yard for the purpose of loading, unloading, or transporting cargo, including transporting empty containers and chassis.
- **Non-Road Yard Truck.** A non-road mobile utility vehicle (non-road equipment) used to transport cargo containers with or without chassis; also known as a utility tractor rig; yard tractor, or terminal tractor.
- **On-Road Yard Truck.** An on-road heavy-duty vehicle similar in configuration and use to a non-road yard truck, but with an on-road engine and meeting regulatory standards for limited on-road use.
- **Person.** An individual, corporation, organization, government or governmental subdivision or agency, business trust, partnership, association, or any other legal entity. This may include a corporation headquartered outside Texas that operates equipment or vehicles primarily in an eligible county in Texas.
- **Rail Yard.** A rail facility where cargo is routinely transferred from drayage truck to train or vice versa, including structures that are devoted to receiving, handling, holding, consolidating, and loading or delivering rail-borne cargo.
- **Seaport.** Publically or privately owned property associated with the primary movement of cargo or materials from oceangoing vessels or barges to shore or vice-versa, including structures and property devoted to receiving, handling, holding, consolidating, and loading or delivering rail-borne cargo.
- **Terminal.** A rail or ship facility that receives or transfers cargo from either a ship or train.
- **Uniform Grant Management Standards.** Standards issued by the Texas Comptroller of Public Accounts for use by state agencies in issuing and administering grants under authority of the Uniform Grant and Contract Management Act, Texas Government Code, Chapter 783.

#### 1.4 ELIGIBLE ACTIVITIES

Activities eligible for funding under this program involve the replacement of a drayage truck with another drayage truck that is eligible for purchase. Applications will not be accepted for an activity that was included in a project previously awarded a TERP grant and that was subsequently canceled by the grant recipient after the date of issuance of this RFGA.

## **1.5 ELIGIBLE APPLICANTS**

General eligibility requirements are contained in Chapters 3 and 4 of the guidelines. A person is eligible to apply for funding if, for at least the two years preceding the submission date of the application, the applicant had:

- owned or leased a drayage truck eligible to be replaced under the program; and
- operated the drayage truck in one or more of the designated seaports or rail yards for an average of 200 visits per year (12 month period) for the preceding two years (24 month period).

Each combined entry and exit to and from a seaport or rail yard will be considered a visit. For drayage trucks operating permanently at a seaport or rail yard, each day of operation at the facility will be considered one visit.

Businesses or other entities in which a TCEQ employee, spouse, or family member of a TCEQ employee has a direct or indirect interest, financial or otherwise, may be prohibited from receiving a grant, depending upon the nature of the interest. Any questions regarding the eligibility of an entity to apply for a grant should be referred to the TERP staff early in the application process.

This RFGA does not apply to entities intending to serve as a third party for the funding, whereby the grant funding and/or cost savings resulting from the funding will be passed through to the owners or operators of the vehicles or equipment.

## **1.6 ELIGIBLE SEAPORTS AND RAIL YARDS**

For this grant funding period, visits to the following eligible seaports and Class I rail yards located in the state's air quality nonattainment areas will be considered.

### **Seaports and Class I Intermodal Terminals**

- Port of Houston
  - a. Barbours Cut Container Terminal
  - b. Bayport Container Terminal
  - c. Bulk Materials Handling Plant
  - d. Houston Bulk Terminal
  - e. Care Terminal
  - f. Jacintoport Terminal
  - g. Public Elevator No. 2
  - h. Turning Basin Terminal
  - i. Woodhouse Terminal
- Port of Galveston
  - a. East End Ro-Ro Cargo Terminal
  - b. Refrigerated Warehouse Terminal

- c. Export Grain Elevator
- d. Project and General Cargo Terminal
- e. Bulk Cargo Terminal
- f. West End Roll-On/Roll-off and General Cargo
- Port of Freeport
  - a. Port Freeport Terminal Facilities

**Class I Intermodal Rail Yards**

- Dallas-Fort Worth
  - a. Burlington Northern Santa Fe Alliance Intermodal Facility
  - b. Kansas City Southern Wylie Intermodal Facility
  - c. Union Pacific Mesquite
- El Paso
  - a. Burlington Northern Santa Fe El Paso Intermodal Terminal
- Houston-Galveston-Brazoria
  - a. Burlington Northern Santa Fe Houston Port Facility
  - b. Burlington Northern Santa Fe Houston Intermodal Facility (Pearland)
  - c. Kansas City Southern Rosenberg
  - d. Union Pacific Barbours Cut
  - e. Union Pacific Englewood
  - f. Union Pacific Houston (Settegast)

**1.7 DRAYAGE TRUCKS ELIGIBLE FOR REPLACEMENT**

General information and criteria on eligible activities are available in the guidelines. This RFGA may contain additional requirements that apply to this application period. Potential applicants should review this RFGA, the guidelines, and the application forms.

Vehicles and equipment used primarily for competition or recreational purposes are not eligible for funding under any of the project categories.

Models of drayage trucks eligible for replacement under this program include:

- a heavy-duty on-road vehicle with a gross vehicle weight rating (GVWR) over 26,000 pounds; and
- a non-road yard truck with an engine rated at greater than 125 horsepower (hp).

A drayage truck being replaced must have an engine of model year 2006 or earlier.

An applicant must have continuously owned or leased the drayage truck for at least two years preceding the submission of an application and must have operated the truck at one or more of the eligible seaports or rail yards over that two-year period for at least an average

of 200 visits per 12-month period over the two years immediately preceding the submission of an application for this program. Each combined entry and exit to and from the seaport or rail yard will be considered a visit. For drayage trucks operating permanently at a seaport or rail yard, each day of operation at the facility will be considered a visit.

The applicant must also have the authority to dispose of the vehicle and engine being replaced.

To document the ownership or lease of the truck, all of the following apply:

- a. For an on-road vehicle, the applicant must be named as either the owner on the front of the vehicle title or the lessee on the lease documents. The applicant must have been named as the owner on the vehicle title or the lessee on lease documents for the previous two years.
- b. The TCEQ may also request documentation materials to verify ownership or leasing of a non-road yard truck for the preceding two years.
- c. An on-road vehicle used for on-road purposes must currently be registered for operation in Texas in the applicant's name and must have been continuously registered and operated for 75% of use in Texas for the preceding two years. An apportioned registration for operation in several states will not normally be accepted as proof of continuous registration and operation in Texas, unless the applicant can document that 75% of the vehicle operation occurred in Texas over the preceding two years. A non-road yard truck must also have been operated for 75% of use in Texas for the preceding two years.
- d. An on-road vehicle used for on-road purposes must have a current safety inspection (if a safety inspection is required for that vehicle and use) and must have continuously had an up-to-date safety inspection over the preceding two years.
- e. An on-road vehicle used for non-road purposes may be considered, case by case, if it was used at an eligible seaport or rail yard for cargo handling for the preceding two years.
- f. The TCEQ may consider situations, case by case, where the ownership of the company has changed, the assets of the company have been purchased by another company, or the company has changed names or incorporation status. The use or vocation of the vehicle or equipment being replaced may not have changed.
- g. The TCEQ may also consider, case by case, on-road vehicles that do not have a current registration or safety inspection, or vehicles that were not continuously registered and had an up-to-date safety inspection over the preceding two years, if the vehicle was used exclusively for non-road purposes at an eligible seaport or rail yard.
- h. Short lapses in vehicle registration and/or use of two months or less over a one-year period may also be considered, as long as the owner or lease holder of the vehicle did not change.
- i. Applicants must certify in the application forms to meeting the eligibility requirements and provide an explanation for any of the alternative ownership, registration, or use situations outlined above. Applicants must also provide documentation as requested in the application forms to verify compliance with the eligibility criteria. The TCEQ may require the applicant to provide additional records and documentation to verify compliance with the eligibility criteria.

- j. The drayage truck must be in good operating condition and capable of performing its primary function for 5 years. Applicants must have the drayage truck inspected by a qualified mechanic that does not work for the applicant to certify to the condition of the vehicle and engine.

## **1.8 DRAYAGE TRUCKS ELIGIBLE FOR PURCHASE**

General information and criteria on eligible activities are available in the guidelines. This RFGA may also contain additional requirements that apply to this application period. Potential applicants should review this RFGA, the guidelines, and the application forms.

Models of drayage trucks eligible for purchase to replace an existing drayage truck under this program are:

- a heavy-duty on-road vehicle with a gross vehicle weight rating (GVWR) over 26,000 pounds having a day-cab only; and
- a non-road yard truck with an engine rated at greater than 125 horsepower (hp).

A drayage truck to be purchased must have an engine model year of 2010 or later. In addition, the engine on a non-road yard truck must be certified under a United States Environmental Protection Agency (EPA) Certificate of Conformity to meet the final Tier 4 or higher non-road engine emission standards for NO<sub>x</sub>. The Tier 4 standards for non-road engines were phased in from 2012 through 2014 for engines 75 to 174 hp and from 2011 through 2014 for engines 175 to 750 hp. Therefore, the eligibility of non-road yard trucks for purchase will depend, case by case, on the engine meeting the final Tier 4 or higher standards.

For both on-road and non-road engines, the engine on the drayage truck being purchased must be certified by the EPA to have lower NO<sub>x</sub> emission standards or Family Emission Limits (FELs) than the emission standards or FELs to which the engine on the drayage truck being replaced is certified.

In general, the replacement drayage truck must be of the same type, weight category (on-road) or horsepower range (non-road), and body and axle configuration as the drayage truck being replaced. However, for this solicitation, the TCEQ accepts vehicles of a different type, weight category, horsepower range, or body and axle configuration to account for use in specific drayage activities. For a reference on GVWR instructions, please refer to Appendix B.

Some of the alternative situations that the TCEQ may accept include:

- replacement of a Class 8b heavy-duty vehicle with a non-road/on-road yard truck;
- replacement of an on-road yard truck with a non-road yard truck; and
- replacement of a non-road yard truck with an on-road yard truck.

## **1.9 ELIGIBLE GRANT AMOUNTS**

Maximum eligible grant amounts are listed in the tables in Appendix C. An applicant may be eligible for up to the maximum grant amount listed for the type of activity or 80% of the eligible costs, whichever is less.

## **1.10 ELIGIBLE COSTS**

A finance lease, with a binding commitment to buy and retain ownership of the drayage truck at the end of the lease, may be considered a purchase, subject to approval by the TCEQ. Other types of leases are not eligible for reimbursement.

The purchase price may include the invoice price, including taxes and delivery charges included in the price of the replacement drayage truck. In determining the incremental cost, a default salvage value of the drayage truck being replaced of \$1,000 must be subtracted from the invoice price.

To the extent applicable, as determined by the TCEQ, the cost principles of the Uniform Grant Management Standards apply to the determination of eligible costs.

The incremental cost of the proposed activity must be reduced by the value of any existing financial incentive that directly reduces the cost of the proposed activity, including tax credits or deductions, other grants, or any other public financial assistance.

Administrative costs and other internal costs of the grant recipient, including but not limited to personnel expenses, internal salaries, indirect costs, and travel will not be eligible for reimbursement. This restriction also applies to situations where the grant recipient acts as the freight/delivery provider for delivery of the grant-funded vehicle or equipment before or after acceptance of the vehicle or equipment.

The cost to purchase and install a TCEQ-approved global positioning system may also be considered part of the purchase price. If the costs for the purchase and installation of a TCEQ-approved Global Positioning System (GPS) are included in the grant, the grant recipient must agree to pay for any required ongoing operational costs of using the GPS, including the reporting system provided by the vendor, for the Activity Life. Failure to maintain and use the GPS may result in a requirement to return any grant funds used to pay for all or part of the purchase and installation of the GPS. Please refer to Appendix F for information on the TCEQ approved GPS provider.

Consultant fees for the preparation of a grant application and administering the grant, either directly or as an addition to the cost basis of the grant-funded vehicle, equipment, or engine by the vendor or installer will be considered administrative costs and are not eligible as an addition to the cost basis of the vehicle or equipment.

Fees for a third-party consultant hired by the grant recipient to manage and administer the grant-funded activities, including coordination of the work and submission of reports and paperwork to the TCEQ for the grant recipient will be considered administrative costs and are not eligible for reimbursement. This determination is not intended to limit the ability of the vehicle or equipment vendor or engine installer to include reasonable and necessary costs for overseeing the work to be performed in the price of the vehicle, equipment, engine, and/or installation services.

## **1.11 ADDITIONAL REQUIREMENTS**

Additional criteria that apply to activities funded under this program are discussed below.

- a. Up to ten activities may be included in each grant application. The TCEQ reserves the right to limit the number of grants awarded per applicant.
- b. Projects to purchase yard trucks and projects to purchase other drayage trucks must be submitted on separate applications.

- c. If applying as an individual or sole proprietor, a photocopy of a state or federal identification card must be included in the application (i.e. driver's license).
- d. The grant contract will include the requirements for the method of destruction (disposition) of the vehicle being replaced. Grantees will need to have legal authority for this disposition. In general, unless an alternative destruction method is approved by the TCEQ, the old vehicle and engine must be rendered permanently inoperable within 90 days of receiving financial reimbursement by completely crushing the vehicle or drilling a 3" hole or larger in the engine block on both sides (or otherwise destroying it) and cutting both frame rails in half (or perform other structural damage to the vehicle) rendering it inoperable. A certification of the disposition of the old vehicle and engine must be submitted on forms provided by the TCEQ. The grant contract will include specific provisions for scrapping the vehicles and engines and for submitting disposition verification information to the TCEQ.
- e. Grant recipients must submit a copy of a Texas Nonrepairable Vehicle Title issued by the Texas Department of Motor Vehicles (TxDMV) for titled vehicles replaced under this grant contract. The Texas Nonrepairable Vehicle Title must be submitted at the same time that the required disposition documentation is submitted to the TCEQ. This title is available by submitting a completed form VTR-441 along with the required fee to the TxDMV.
- f. Engine scrappage may include sending the engine to a remanufacture facility authorized by the original engine manufacturer. The remanufacture of the engine must include removing all parts and using the old block to build a remanufactured engine with a new serial number. Grant applicants may request authorization of an alternative method for rendering the vehicle/equipment and engine permanently inoperable on the application forms.
- g. The grant may only reimburse up to 80% of the eligible incremental costs of a replacement project. The requirement applies, regardless of the maximum grant amount set for that type of activity.
- h. Grant recipients must agree to operate the grant-funded drayage truck for 50%, 75%, or 90% of the annual and total usage in the nonattainment areas and affected counties.
- i. Applicants must agree to notify the TCEQ of any termination of use, change in use, sale, transfer, or accidental or intentional destruction of grant-funded vehicles or equipment.
- j. An activity is not eligible if it is required by any state or federal law, rule, regulation, memorandum of agreement, or other legally binding document. However, this restriction does not apply to an otherwise qualified activity regardless of the fact that the state implementation plan assumes that the change in equipment, vehicles, or operations will occur if on the date the grant is awarded the change is not required by any state or federal law, rule, regulation, memorandum of agreement, or other legally binding document. This restriction also does not apply to the purchase of vehicles or equipment that is required only by local law or regulation or by corporate or controlling board policy of a public or private entity.
- k. An activity involving a new emission reduction measure that would otherwise generate marketable credits under state or federal emissions reduction credit averaging, banking, or trading programs is not eligible for funding under this program unless: the activity includes the transfer of the reductions that would otherwise be

marketable credits to the state implementation plan or the owner or operator as provided under Section 386.056, Texas Health and Safety Code; and the reductions are permanently retired.

- l. All applications for funding must be completed according to the application instructions and submitted within the required deadline. Instructions for completing an application are found in Appendix D of this RFGA.
- m. The TCEQ reserves the right to limit or prohibit, on a case-by-case basis, funding for activities that have been conducted and expenses that have been incurred prior to the execution of a grant contract. The TCEQ provides no assurances that a project will be awarded a grant, and the TCEQ has no liability for expenses incurred by an applicant prior to the execution of a grant contract, unless and until those activities and expenses are selected for a grant and included under a grant contract.
- n. The applicant must have owned or leased the vehicle for the two years preceding the submission date of the application. The applicant must certify in the application forms that the applicant would have otherwise continued to use the vehicle or equipment in the eligible counties if the grant were not available. Also, unless otherwise approved by the TCEQ, the vehicle or equipment being purchased may not have been acquired before the start of the grant application period.
- o. Application forms will require one primary price quote and additional price quotes for comparison, according to the options listed in the application forms. Grant recipients will be responsible for soliciting the best purchase price and all costs covered by the grant and/or used as the cost basis for determining the grant amount must be reasonable. Price quote guidelines are provided in Appendix E of this RFGA.
- p. Under Section 231.006, Texas Family Code, a child support obligor who is more than 30 days delinquent in paying child support and a business entity in which the obligor is a sole proprietor, partner, shareholder, or owner with an ownership interest of at least 25% is not eligible to receive a state-funded grant or loan.
- q. All business entities applying for a grant under this program must include in the application the name and social security number of the individual or sole proprietor and each partner, shareholder, or owner with an ownership interest of at least 25% of the business entity submitting the application. The certifying official submitting the application must also certify in the application that the individual or business entity named in the application is not ineligible to receive the grant and acknowledges that the grant contract may be terminated and payment may be withheld if the certification is inaccurate.
- r. Applicants must submit a W-9 Form (Request for Taxpayer Identification Number and Certification Form) when submitting the application.

## **1.12 GRANT ADMINISTRATION AND REIMBURSEMENT OF EXPENSES**

Payments will be made on a reimbursement basis for eligible expenses incurred and paid by the grant recipient. A cost may not be considered incurred until the grant-funded goods and services have been received and accepted by the grant recipient. The applicant may submit the request for reimbursement when the purchases are completed. Grant recipients must provide documentation to show that equipment or services have been received and the expenses have been incurred and paid by the grant recipient before reimbursement is provided by the TCEQ.

Subject to approval by the TCEQ, the grant recipient may assign the payments due from the TCEQ directly to the supplier, subcontractor, financing or leasing company, or other entity from which the goods or services were procured, leased, or financed by the grant recipient. A properly completed Texas Application for Payee Identification Number and Notice of Assignment must be completed and submitted with the Request for Reimbursement form. Under this option, the goods and services included under a cost must have been received and accepted by the grant recipient, and the grant recipient must have an obligation to pay the expense.

The TCEQ will strive to process properly completed and documented requests for reimbursement within 30 days of the contract execution date or the receipt of the request, whichever is later. However, the TCEQ and the Texas Comptroller of Public Accounts will not be obligated to process the request and make payment within that targeted time frame.

A summary of all expenses and budget items must be submitted with the request for reimbursement. Request for Reimbursement forms will be provided with the copy of the executed contract. These forms are also available on the TERP web site at <[www.terpgrants.org](http://www.terpgrants.org)> or by calling the toll free TERP number at 1-800-919-TERP (8377).

For replacement projects, the scrap value is considered a cost of performing the Grant Activities and as such must be reasonable. By reasonable, the value received for the vehicle being replaced must be the result of arms-length bargaining with the entity taking the old vehicle or equipment. The remuneration received and reported to the TCEQ must reflect the actual reasonable scrap value of the old vehicle or equipment. A grant recipient may be required to list on the financial reporting forms any money or in-kind value received in exchange for the scrapped vehicle or equipment including, but not limited to, cash, goods, services (including the services provided by a consultant to assist in preparing and/or submitting a grant application), gifts, intangibles, discounts, or any other items of value. For on-road vehicle and non-road equipment replacement projects, the TCEQ may use a default scrap value of \$1,000, in lieu of the grant recipient reporting the actual remuneration received.

Unless otherwise approved by the TCEQ, all project costs must have been incurred and grant-funded equipment or vehicles received before the end of the Period of Funds Availability indicated in Article 4 of the contract. All final requests for reimbursement will need to be submitted within 45 days after this date.

### **1.13 MONITORING AND REPORTING**

The Activity Life for activities under this program is 5 years. The Activity Life is the period of time (in years) used to calculate the amount of NO<sub>x</sub> emissions reductions that will be achieved through the use of the grant-funded vehicle or equipment.

The beginning and ending dates for the life of each grant-funded activity will be established by the TCEQ. The beginning of the Activity Life will normally be set on the date that the report verifying that the vehicle being replaced has been properly disposed of is approved by the TCEQ.

Semi-annual reports on the use of the grant-funded vehicle or equipment will be required, using forms to be provided by the TCEQ. If the grant recipient installs a global positioning system (GPS) from the TCEQ-authorized GPS contractor, either as part of the grant or with other funds, the TCEQ may accept the reports available from the GPS service provider in lieu of the grant recipient submitting semi-annual usage reports.

The TCEQ may provide the grant recipient with a label to place on grant-funded vehicles

and equipment to aid both the TCEQ and the grant recipient in the tracking and identification of those vehicles and pieces of equipment. The grant recipient must agree to place the label on the grant-funded vehicles or equipment.

The TCEQ has approved the vendor for a geographic positioning system (GPS) to electronically track the location and use of grant-funded vehicles and equipment. The GPS system must be purchased from the TERP GPS Monitoring Service contractor, Precision Tracking Services, Inc., authorized by and contracted with the TCEQ to provide the system (Appendix F). Refer to our website <[www.terpgrants.org](http://www.terpgrants.org)> to obtain the latest price and contact information, or you may contact them directly at 214-810-5558.

Initial installation of a GPS is voluntary. However, during the activity life of the grant, the TCEQ may require installation of a GPS for grant recipients that are not meeting the grant requirements pertaining to usage or location of use, in lieu of requiring immediate return of grant funds. In those cases of non-compliance, the grant recipient must agree to install and use the approved GPS if requested to do so by the TCEQ or the grant recipient may be required to return all or a portion of the grant funds.

## **1.14 FUNDING**

The total amount to be awarded under this grant program is estimated at \$3.1 million and will depend upon the amount of revenue received into the TERP account. The TCEQ will not be obligated to fund projects up to the available amount and may adjust or exceed the amount without an amendment to this notice.

To assist applicants in determining whether sufficient funds will be available to cover their application, the TCEQ will post updates on the TERP website <[www.terpgrants.org](http://www.terpgrants.org)> regarding the amount of unobligated funds that remain available. Information will also be available by calling the TERP toll free number at 1-800-919-TERP (8377).

The TCEQ will not be obligated to select applications for funding, even if received within the application deadline.

TCEQ may select parts of a proposal for funding and may offer to fund less than the dollar amount requested in a proposal.

## **2.0 APPLICATION PROCESS**

**Required Forms.** Application forms may be viewed and downloaded from the TERP web site at <[www.terpgrants.org](http://www.terpgrants.org)>. Copies of the forms may also be obtained by calling the TERP toll free number at 1-800-919-TERP (8377).

**Application Submission.** To apply for funding, applicants must complete and submit a grant application Form TCEQ 10430i. Instructions for completing the forms can be found in Appendix D of this RFGA. Two copies of the completed and signed forms should be submitted to:

### **Regular Mail:**

Texas Commission on Environmental Quality  
Air Quality Division  
Implementation Grants Section (DTIP), MC-204  
P.O. Box 13087  
Austin, TX 78711-3087

### **Express Mail:**

Texas Commission on Environmental Quality  
Air Quality Planning Division  
Implementation Grants Section (DTIP), MC-204  
12100 Park 35 Circle  
Austin, TX 78753

**Deadline for Submission.** Proposals will be accepted and considered on a first-come, first-served basis during this grant solicitation period. The TCEQ may suspend acceptance and/or processing of applications at any time during the application period with no obligation to continue processing an otherwise eligible application received within the deadline. Unless the acceptance of applications is suspended by the TCEQ prior to the application deadline, applications must be received at the front desk, Rm. 1301, 1<sup>st</sup> floor of Building F on the premises of the TCEQ by no later than 5:00 p.m., Central Time, May 29, 2015. Applications received in the TCEQ mail room on May 29, 2015 are not guaranteed to be delivered to Rm. 1301 by the required deadline, so applicants are encouraged to plan their submission date accordingly.

**Use of Consultants.** Private consultants may be available to assist an applicant to complete and submit an application. These consultants do not represent the TCEQ, and the TCEQ neither encourages nor discourages the use of a consultant to assist with the application process. The TCEQ has no agreement with any consultant. Applications submitted by a particular consultant will not receive more favorable treatment than other applications. As noted under the requirements of Section 1.6, any fees charged by a consultant are the responsibility of the applicant or the vendor and may not be charged to the grant, either directly or as an addition to the cost basis of the grant-funded vehicle or equipment. Also, all purchase decisions must be based on sound business practices and arm's length bargaining. It is generally considered acceptable for an applicant to accept assistance from a vendor or an agent of a vendor in preparing an application, as long as any decision by the applicant to purchase the grant-funded vehicle or equipment from that vendor is made independently and meets the other reasonableness provisions in the grant contract. However, if the consultant is paid directly by the applicant to complete the application documents and to act as the applicant's agent for the grant process, purchases of grant-funded vehicles or equipment from a company in which the consultant has an interest would not normally be considered appropriate by the TCEQ under the reasonableness requirements of the grant contract. Contact the TERP staff with any questions.

**Third Party.** The applicant must indicate on the application if the application was prepared by a third party. The applicant must certify that the information provided in the application is correct. The third-party preparer must also sign the application and certify that the information provided is correct.

**Additional Program Information.** Individuals desiring further information are encouraged to call the TERP staff at 1-800-919-TERP (8377).

**Public Information.** Upon submission, all proposals become the property of the State of Texas and as such become subject to the Texas Open Records Act, V.T.C.S. art. 6252-17a.

### **3.0 SELECTION CRITERIA**

**First-come, first-served.** Applications will be date and time stamped as they are received by the TERP program staff. The date and time an application is received in the TCEQ mail room will not be the sole determining factor in the selection process. Subject to the additional criteria

in this section, properly completed and eligible projects will be processed for approval on a first-come, first-served basis. Incomplete or ineligible applications will be returned to the applicant. Corrected or changed applications will be considered based on the date and time at which the corrected or changed versions are received and stamped by the TERP program staff. Properly completed and eligible applications will be reviewed by TERP staff and recommended for award.

**Preference for Certain Yard Trucks.** During the first 90 days of the grant solicitation period, the TCEQ will give preference to applications involving the replacement of heavy-duty on-road vehicles with a Gross Combined Weight Rating (GCWR) of over 60,000 pounds (Class 8b vehicles) and on-road or non-road yard trucks with an on-road or non-road yard truck. Applications involving the replacement and purchase of other eligible drayage trucks may be submitted during this time, but the TCEQ may hold those applications for up to the 90-day period. After this initial period, all applications will be considered in the order received. The TCEQ may reduce the 90-day period based on applications received.

**Additional Criteria.** Regardless of the date and time that an otherwise eligible application is received, the TCEQ may consider the additional criteria explained below when selecting applications for grant funding.

**Funding.** The TCEQ may base funding decisions on other factors associated with best achieving the goals of the program, and the TCEQ is not obligated to fund a project. As part of this consideration, the TCEQ may give priority to projects in certain areas and/or for certain emission sectors. The TCEQ may make selection for funding contingent upon agreement by the applicant with additional conditions or changes to the project pertaining to equipment, logistical considerations, expenses, and other program elements. The TCEQ may fund projects at less than the maximum grant amounts listed in the appendices.

**Performance Rating.** The TCEQ is not obligated to fund a proposal from an applicant that has demonstrated marginal or unsatisfactory performance on previous grants and contracts with the TCEQ and other state agencies. A rating of marginal or unsatisfactory performance on past contracts may be used as a basis to reject an application. The TCEQ is not obligated to fund a proposal from an applicant with an overall compliance history classification of Unsatisfactory (55.01 or greater) on the TCEQ's Compliance History Database, for applicants that are subject to the rating.

**Risks.** The TCEQ is not obligated to fund a proposal from an applicant or for a project based on a determination of the risks associated with the applicant and/or project, including the financial condition of the applicant and other risk factors as may be determined by the TCEQ. The TCEQ may also include additional controls in a grant contract to address the risks that may be involved with providing a grant to an applicant considered to be high risk.

**Violations.** The TCEQ is not obligated to fund a proposal from an applicant that is under federal, state, or local enforcement action for violation of environmental laws or permit conditions.

#### **4.0 CONTRACTING**

**Contracting.** Entities selected to receive grant funding will be required to execute a contract with the TCEQ. All services or work carried out under a contract awarded as a result of this

RFGA must be completed within the scope, time frames, and funding limitations specified in the contract. A copy of the contract shell is available on the TERP website.

**Reimbursement.** For purposes of funding and fulfillment of the TCEQ's obligations to provide reimbursement under the grant, a date will be specified in the contract by which all expenses must have been incurred and reimbursement requested. The contract term will then extend for the Activity Life. The grant recipient will need to agree with and obligate to commitments for achieving emissions reductions for the life of the activity. Before signing a grant contract, grant recipients must read and agree to the commitments under the grant contract, including the deadlines for incurring expenses and requesting reimbursement and the obligations over the full contract term. The grant recipient may submit a request for reimbursement after the expenses are incurred, which must be within the period of availability as specified in the contract.

**Grant Award and Contracting.** Successful applicants will be notified by phone or other means of their selection and the amount of grant funds that may be awarded. At that time, the applicant will need to confirm to the TCEQ if the applicant intends to accept the grant. A grant contract will be developed and provided to the applicant to sign and return to the TCEQ. Upon signature and execution of the contract by the TCEQ, a copy of the signed contract will be returned to the applicant, at which time the grant will be considered awarded.

**Notice to Proceed.** The execution of a contract will not be the final commitment by the TCEQ to provide the funds. A subsequent Notice to Proceed (NTP) will be issued to the grant recipient when sufficient funds become available, and any eligible expenses incurred prior to receipt of the notice will be at the grant recipients own risk. The NTP may also include authorization for a lesser reimbursement amount than originally approved in the contract, based on the amount of funds available. The TCEQ may also make issuance of a NTP contingent upon receiving any additional documentation and information that may be needed from the applicant, including inspection by the TCEQ of a vehicle to be replaced under the grant to verify information and the condition of the vehicle.

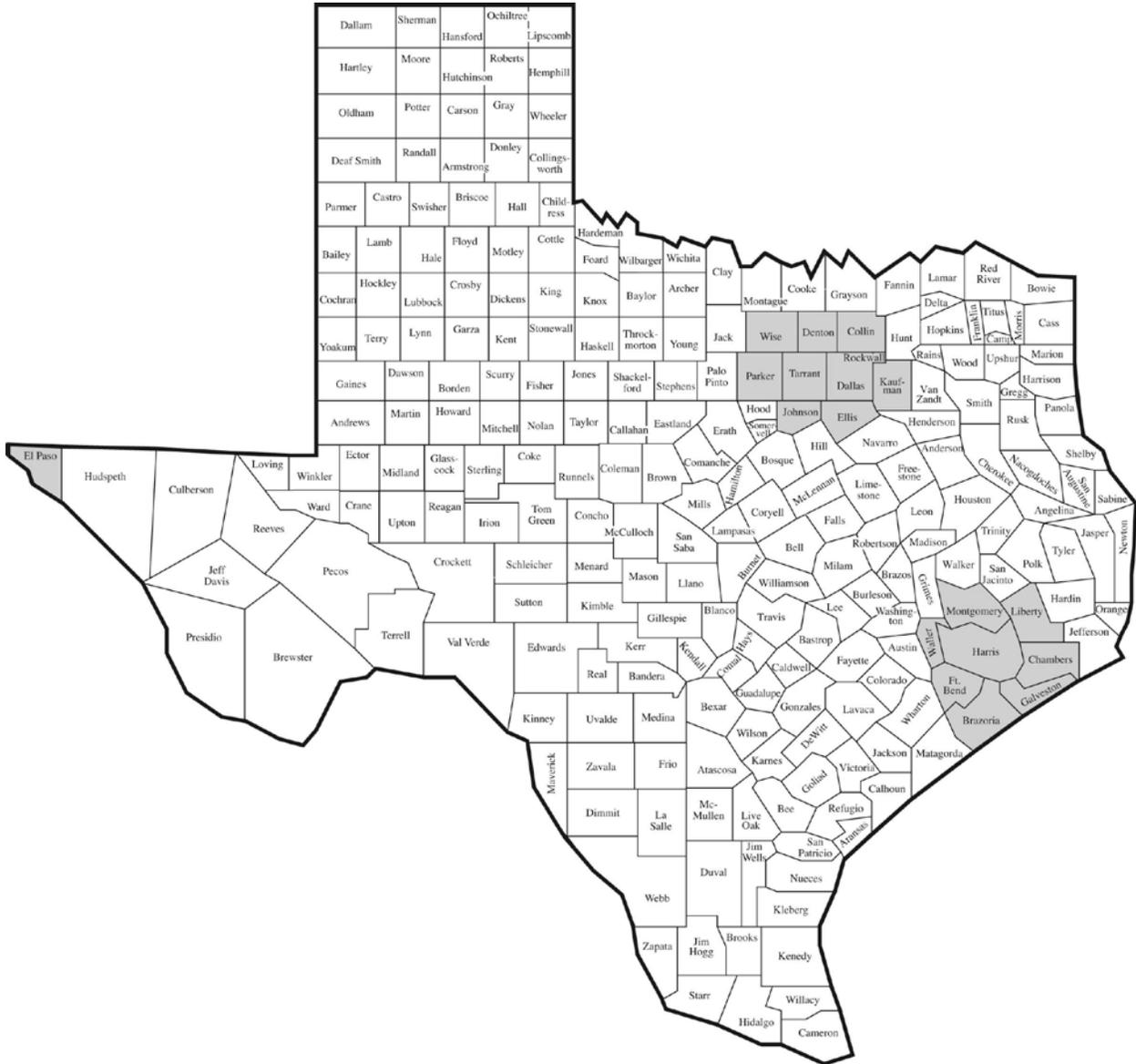
**Contractor Evaluation.** The TCEQ will prepare a written evaluation of the performance of the performing party upon completion of the terms of the Contract, or more frequently, as deemed necessary by the TCEQ. A copy of the evaluation will be provided to the performing party and a copy retained in the TCEQ's contract files. The content of the evaluation shall be wholly within the discretion of the TCEQ. The performing party may provide a written statement which explains or disagrees with the evaluation, which will be incorporated into the evaluation. The performing party waives any claim for damages against TCEQ for the evaluation. A rating of marginal or unsatisfactory performance may be used as a basis to lower or otherwise change the priority and ranking of a future application.

## **5.0 CONSIDERATION OF APPLICATION IN FUTURE GRANT ROUNDS**

The TCEQ may, at its discretion, retain applications not selected for funding under this notice for consideration under a new notice issued for a future grant round. Applicants will be notified by the TCEQ if their application is retained for consideration under a future grant round and will be given the option of withdrawing their application from consideration.

# APPENDIX A: MAPS

## Nonattainment Areas: Counties Eligible for Location of Seaports and Rail Yards





## **APPENDIX B: GROSS VEHICLE WEIGHT RATING INSTRUCTIONS**

**Gross Vehicle Weight Rating (GVWR).** The weight listed for the vehicle may not exceed the maximum weight allowed by the Texas Department of Transportation (TxDOT), as listed on the Permissible Weight Table. In general, the maximum weight listed for the vehicle may not exceed 20,000 pounds (lbs.) per axle.

The gross combined weight rating (GCWR) of the vehicle and trailer may be used for haul trucks or similar trucks that permanently operate in combination with a trailer. Check with the TCEQ if you are not sure whether your vehicle and trailer combination meet these conditions.

The TCEQ may, at its discretion, accept a weight over 20,000 lbs. per axle for vehicles operating under an annual over the weight tolerance permit or other annual specialty permit issued by TxDOT for certain uses. **You must provide a copy of the annual permit and/or other documentation of permanent operation in the higher weight category.** Registration of the vehicle at a higher weight and/or a temporary overweight permit will not be sufficient documentation that the vehicle is permanently operated at the higher weight.

Proof of the registered GVWR is required with the grant application.

### **Examples**

**Class 7: 26,001-33,000 pounds GVWR**

**Class 8a: 33,001-60,000 pounds GVWR**

**Class 8b: Greater than 60,000 pounds GVWR or GCWR**

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## APPENDIX C: MAXIMUM GRANT AMOUNTS

Model Years shown are for the engine on the drayage truck being replaced.

### Projects to purchase yard trucks

On-Road/Non-Road Yard Truck Replacing a Non-Road Yard Truck							
Usage %	125–174 horsepower			175–299 horsepower			
	pre-1997	1997-2002	2003-2006	pre-1996	1996-2002	2003-2005	2006
50%	\$48,043	\$34,459	\$22,730	\$81,303	\$59,612	\$39,322	\$23,009
75%	\$72,064	\$51,689	\$34,096	\$121,954	\$89,418	\$58,983	\$34,513
100%	\$96,085	\$68,918	\$45,461	\$162,606	\$119,224	\$78,644	\$46,017

Non-Road/On-Road Yard Truck (125-174 hp) Replacing an On-Road Yard Truck					
Usage %	1989 & earlier	1990	1991 - 1997	1998-2003	2004-2006
50%	\$55,093	\$30,195	\$24,898	\$19,600	\$10,992
75%	\$82,640	\$45,293	\$37,347	\$29,401	\$16,488
100%	\$110,187	\$60,391	\$49,796	\$39,201	\$21,984

Non-Road/On-Road Yard Truck (175-299 hp) Replacing an On-Road Yard Truck					
Usage %	1989 & earlier	1990	1991 - 1997	1998-2003	2004-2006
50%	\$95,307	\$52,236	\$43,072	\$33,908	\$19,016
75%	\$142,961	\$78,354	\$64,607	\$50,861	\$28,524
100%	\$190,615	\$104,472	\$86,143	\$67,815	\$38,031

Non-Road/On-Road Yard Truck Replacing a Class 8b-Combination Truck					
Usage %	1989 & earlier	1990	1991 - 1997	1998-2003	2004-2006
50%	\$116,465	\$64,100	\$52,958	\$41,817	\$23,712
75%	\$174,697	\$96,149	\$79,437	\$62,725	\$35,568
100%	\$232,929	\$128,199	\$105,916	\$83,633	\$47,423

**Projects to purchase other drayage trucks**

Replace Class 8b – Combination Truck (>60,000 lbs GVWR) with Same					
Usage %	1989 & earlier	1990	1991 -1997	1998-2003	2004-2006
50%	\$101,603	\$57,038	\$44,409	\$34,960	\$19,606
75%	\$152,405	\$85,558	\$66,613	\$52,440	\$29,409
90%	\$182,886	\$102,669	\$79,936	\$62,928	\$35,291

Replace Class 8a Truck (33,001 to 60,000 lbs) with Same					
Usage %	1989 & earlier	1990	1991 - 1997	1998-2003	2004-2006
50%	\$63,233	\$34,452	\$26,968	\$21,230	\$11,906
75%	\$94,849	\$51,678	\$40,452	\$31,845	\$17,859
90%	\$113,819	\$62,013	\$48,542	\$38,214	\$21,431

Replace Class 7 Truck with Same					
Usage %	1989 & earlier	1990	1991-1997	1998-2003	2004-2006
50%	\$22,939	\$14,217	\$11,722	\$9,269	\$5,198
75%	\$34,408	\$21,325	\$17,583	\$13,903	\$7,797
90%	\$41,290	\$25,590	\$21,100	\$16,684	\$9,357

## **APPENDIX D: INSTRUCTIONS FOR COMPLETING THE APPLICATION FORMS**

### **1.0 APPLICATION COMPLETION AND SUBMISSION**

Applicants should use the TCEQ-10430i application form when submitting a Drayage Truck Incentive Program (DTIP) application. Application forms may be found on the TERP website [www.terpgrants.org](http://www.terpgrants.org). Before completing an application, applicants should first review the DTIP contract shell and the RFGA in its entirety to determine eligibility.

**Note:** *We believe this to be a taxable grant. Please consult with your tax advisor.*

### **1.1 HOW TO APPLY**

Applicant must submit application with original signatures in BLUE ink. Photocopied, faxed, scanned, or other copies of signature pages will not be accepted.

Altered application forms will not be accepted. Applications should be paper clipped or secured with a rubber band--DO NOT staple or put into binders.

A photocopy of a state or federal identification card is required for applicants applying as an individual or sole owner (i.e., driver's license).

A completed W-9 form is required for applicants applying as a business entity. Forms can be downloaded from the Internal Revenue Service (IRS) website at <[www.irs.gov](http://www.irs.gov)>.

Attach all required attachments. Attachments may include: detailed quotes/bids, color photographs of the vehicle/equipment to be replaced, proof of registration and current safety inspection, and a copy of the vehicle title.

Grant applicants may not apply simultaneously for the same project under other TERP Grant Programs. Applications will not be accepted for an activity that was previously awarded a TERP grant and that was subsequently canceled by the grant recipient after the date of issuance of this RFGA.

### **1.2 HOW TO SUBMIT AN APPLICATION**

Submit two (2) copies (at least one with original signatures) of the completed application to:

Regular Mail:

Texas Commission on Environmental Quality  
Air Quality Division  
Implementation Grants Section (DTIP), MC-204  
P.O. Box 13087  
Austin, TX 78711-3087

Express Mail:

Texas Commission on Environmental Quality  
Air Quality Division  
Implementation Grants Section (DTIP), MC-204  
12100 Park 35 Circle  
Austin, TX 78753

### **Excel Instructions:**

Each of the forms is on an individual Excel worksheet within a workbook. Use the tabs located at the bottom of the workbook to access each form.

### **Printing from Excel:**

In order to print all the pages located in the workbook, please follow these directions: (1) Click on "File" (2) Click on "Print" (3) Under the "Print What" section, select "Entire Workbook".

### **Application Processing:**

The TCEQ will review the applications and will contact the applicant for any needed changes or additional information. The TCEQ may, but is not obligated to, work with grant applicants to correct problems with applications and to obtain all necessary information and documentation in order to consider the application complete. The amount of time available for correction of applications will be limited, and the TCEQ is not obligated to hold the application's place in line pending receipt of all corrections.

## **1.3 INSTRUCTIONS FOR COMPLETING THE TCEQ-10430i APPLICATION FORM**

### **FORM 1: SIGNATURE PAGE**

**Section 1 – Applicant Legal Name.** The applicant legal name should be entered as it appears on a state or federal issued identification card (individuals) or charter (business entities). The applicant legal name will be used to establish a contract if selected.

**Section 2 – Signature of Authorized Official.** The authorized official must provide an original signature in BLUE ink. An authorized official may be the applicant, or a representative of the applicant with the authority to execute a contract. Before submitting the application, verify the signature page has been signed and dated by the authorized official.

### **FORM 2: THIRD PARTY PREPARER SIGNATURE PAGE**

Indicate if a third party prepared, or assisted in the preparation, of the grant application by selecting "yes" or "no" from the drop-down menu. If "yes," the third-party must complete the remainder of the form. A third party may include a consultant, dealer, or other person who is not currently employed by the applicant.

### **FORM 3: CONTACT INFORMATION**

**Section 1 - Authorized Official.** Provide the name, title, address, and contact information for the authorized official. An authorized official may be the applicant, or a representative of the applicant with the authority to execute a contract. The authorized official listed should match the authorized official providing signatures throughout the application.

**Section 2 - Designated Project Representative.** Provide the name, title, address, and contact information for the designated project representative. A designated project

representative may be the applicant, or an employee of the applicant who will serve as the point of contact for the grant. The designated project representative may not be a third-party.

**NOTE:** Mark the box with an “X” if the designated project representative is the same as the authorized official. Section 2 is not required if the authorized official and designated project representative are the same.

**Section 3 – Designated Location for Records Access and Review.** Provide the physical address for records access and review by the TCEQ or representatives of the TCEQ.

#### **FORM 4: PAYEE INFORMATION**

**Section 1- Applicant Legal Name.** The applicant legal name should be entered as it appears on a state or federal issued identification card (individuals) or charter (business entities). In addition, the applicant legal name entered should match Form 1: Signature Page. The applicant legal name will be used to establish a contract if selected.

**Section 2- Payee Identification Number.** Provide either a Social Security Number (SSN) or Federal Employer Identification Number (FEIN) to be used as a Payee Identification Number (PIN).

**Section 3- Texas Taxpayer Number.** Indicate if the applicant is currently reporting any Texas tax (other than unemployment) to the Texas Comptroller of Public Accounts by selecting “yes” or “no” from the drop-down menu. If “yes,” provide the applicant’s 11-digit Texas Taxpayer Number issued by the Texas Comptroller of Public Accounts.

**Section 4- Ownership Codes.** Mark the box next to the appropriate ownership code with an “X,” and provide additional information as requested. The box marked should match the applicant legal name.

**Section 5- Description of Applicant’s Primary Business Type.** Provide a brief description of the applicant’s primary business type in the space provided.

#### **FORM 5 & 5a: DRAYAGE TRUCK BEING REPLACED**

Provide the information requested for each activity beginning with activity one. An activity is the individual replacement of a truck. No more than ten activities per application will be considered for funding. Ensure that the activity numbers, and corresponding information is listed consistently throughout the application.

Applicants may use the EPA and/or CARB engine certification web sites to confirm the NO<sub>x</sub> emissions standard or FEL to which the old engine is certified.

- EPA - [www.epa.gov/otaq/hwy.htm](http://www.epa.gov/otaq/hwy.htm)
- CARB - [www.arb.ca.gov/msprog/onroad/cert/cert.php](http://www.arb.ca.gov/msprog/onroad/cert/cert.php)

#### **FORM 6: NEW DRAYAGE TRUCK**

Provide the information requested for each activity beginning with activity one.

**NOTE:** During the first 90 days of the grant solicitation period, the TCEQ will give preference to applications involving the replacement of heavy-duty on-road vehicles with a GVWR or Gross Combined Weight Rating (combination of truck and trailer) of over 60,000 pounds (Class 8b vehicles) and on-road or non-road yard trucks with an on-road or non-

road yard truck. Applications involving the replacement and purchase of other eligible drayage trucks may be submitted during this time, but the TCEQ may hold those applications for up to the 90-day period. After this initial period, all applications will be considered in the order received. The TCEQ may reduce the 90-day period based on applications received.

#### **FORM 7: DRAYAGE TRUCK USAGE INFORMATION**

Provide the average number of annual visits to eligible seaport terminals and/or rail yards for each activity beginning with activity one. The average should be the average number of visits for the two years immediately preceding the application, and should not be less than 200.

List the name of the eligible seaport and rail yard terminals visited for each activity beginning with activity number one. A complete list of eligible seaport and rail yard terminals can be found in Section 1.6 of the RFGA.

#### **FORM 8: ACTIVITY AREA**

Enter the percentage of annual usage within the eligible areas for each activity beginning with activity one. The total percentage of annual usage for each activity may not be less than 50% in the eligible areas.

#### **PRICE ANALYSIS FOR DRAYAGE TRUCK BEING PURCHASED**

The applicant is required to submit the original price quote, invoice, or purchase order for the replacement vehicle/equipment listed in the application. In addition, the applicant must provide the price comparison information from one of the options on this form. You must select an option for each activity listed in the application and enter that option on Forms 9 and 9a: Financial Data. Governmental entities must follow competitive purchasing laws applicable to that entity in making a grant-funded purchase.

**Section 1 – No Price Comparison Information.** Option A or Option B. Select the appropriate option and enter that option on Forms 9 and 9a: Financial Data.

**Section 2 – Price Comparison Information.** Option C through Option G. Select the appropriate option and enter that option on Forms 9 & 9a: Financial Data.

**Section 3 – No Price Comparison Information Available.** Option H. This option will only be accepted in unusual or special circumstances, such as with a unique type of vehicle or equipment. Provide an explanation of why no price comparison information, along with a justification for why the price should be considered in available in the space provided.

#### **FORM 9 & 9a: FINANCIAL DATA**

The Excel version of this form has formulas built-in that will perform calculations as data is entered into each cell. Provide the financial data requested for each activity beginning with activity one.

##### **Section 1 - Incremental Cost**

**Price Analysis Option:** Select the price analysis option from the drop-down menu.

**Capital Cost (A)** - Refer to the price quote or the invoice of the new vehicle to obtain the capital cost of the activity.

**Global Positioning System (GPS) (B)** –The cost of a GPS system may be added to the capital cost of the truck provided the GPS system is purchased through a provider approved by the TCEQ. Refer to our website [www.terpgrants.org](http://www.terpgrants.org) to obtain the latest price information and contact information for the TCEQ approved GPS providers.

**Scrappage Value (C)** – The default scrappage value for heavy-duty vehicles is \$1,000.

**Financial Incentives and Tax Credits (D)** - Enter the amount (if any) of other financial incentives or tax credits to be used toward the purchase or lease of the new truck(s). Section 2 of Form 10: Financial Summary must be completed if any other financial incentives or tax credits will be used toward the purchase of the new truck(s).

**Incremental Cost (E)**- The incremental cost will be automatically calculated.

### **Section 2- Grant Amount Calculation**

**Incremental Cost (F)** - The incremental cost calculation performed in (E).

**Eligible Costs (G)** - The eligible cost is 80% of the incremental cost. The eligible costs will be automatically calculated.

**Eligible Grant Amount (H)** - Refer to the tables in Appendix C of the RFGA. Enter the eligible grant amount for each activity.

**Requested Grant Amount (I)** - The requested grant amount for each activity will be auto calculated by comparing (G) eligible cost and (H) eligible grant amount. The lesser of the two amounts will become the requested grant amount.

**Section 3 – Purchase of the Drayage Truck.** Indicate if the purchase has been completed for each activity beginning with activity one. Select “yes” or “no” from the drop-down menu. If “yes,” provide the date the purchase was completed. If “no,” enter the approximate date the purchase will be complete.

### **FORM 10: FINANCIAL SUMMARY**

**Section 1-Summary of Project Costs.** Calculate the total incremental cost of the project by totaling the dollar amounts in (E) on Forms 9 & 9a: Financial Data. Calculate the total grant amount requested by totaling the dollar amounts in (I) on Forms 9 & 9a: Financial Data.

**Section 2-Financial Incentives and Tax Credits.** Provide an explanation of other financial incentives and tax credits (if any) to be used toward the purchase of the new truck(s).

### **FORM 11: TRUCK CERTIFICATION**

The Truck Certification must be completed and signed by a certified or licensed mechanic qualified to assess the condition of the old truck(s). The certified mechanic may not be a consultant or employee of the applicant, unless otherwise approved by the TCEQ.

Enter the Vehicle or Equipment Identification Number for each activity beginning with activity one. The activity number and corresponding vehicle/equipment identification number should match Forms 5 & 5a: Drayage Truck Being Replaced.

### **FORM 12: APPLICANT CERTIFICATION**

Enter the activity number in the box provided. A separate Form 12 must be completed for each activity in the application.

By signing this form the authorized official is certifying that the project meets each eligibility requirement. The authorized official must sign and date in BLUE ink.

**FORM 13 & 13a: GENERAL CERTIFICATION**

The authorized official must sign and date in BLUE ink. Before submitting the application, verify the General Certification form has been signed and dated by the authorized official.

**FORM 14: CHILD SUPPORT CERTIFICATION**

All applicants must complete this form regardless of whether child support obligations apply. Mark the appropriate box with an "X" that applies to the grant applicant. If the first box is marked, the names and Social Security numbers of each individual that owns 25% or more of the business must be provided. The authorized official must sign and date in BLUE ink.

**REQUIRED ATTACHMENTS**

Review this form to ensure that all appropriate forms are signed and all additional documents are included in the application packet.

## **APPENDIX E: PRICE QUOTE GUIDELINES**

The cost information listed for the new vehicle/equipment must match the price quotes. Price quotes must be original and must have the applicant's name on the quote.

The dealer should sign and date the quote and provide contact information. Price quotes should be dated no more than three months prior to the application date.

The price quote should include specifications and prices for the standard vehicle or equipment options and additional equipment and options, to include as applicable:

Specifications of the vehicle or equipment;

Base price for standard feature vehicle or equipment;

Itemized list and prices for factory-installed optional features;

Itemized listing and pricing of add-on equipment to be sold and installed by the dealer (i.e., dump bed, wet kit, etc.);

Additional fees and charges; and

Taxes.

The TCEQ may use published national pricing/value guides and comparison with prices charged for other grants to determine the reasonableness of the price quote.

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**APPENDIX F: TCEQ APPROVED GPS PROVIDER**



**Automate  
Your TERP  
Monitoring**

**For More Information  
on TERP GPS  
Monitoring:**

Bill Feld  
TCEQ

e-mail: [terp@tceq.state.tx.us](mailto:terp@tceq.state.tx.us)  
*(Please put "TERP GPS monitoring"  
in the subject line)*

Phone: 512-239-4965

**To sign up, arrange  
equipment installation,  
and begin services:**

Jere Mansfield  
Precision Tracking  
Solutions, Inc.  
e-mail: [jere@ptstracking.com](mailto:jere@ptstracking.com)  
Phone: 214-810-5558

**What is automated TERP monitoring?**

A GPS monitoring service offered by PTS, Inc., through a new agreement with the Texas Commission on Environmental Quality. The service reports your mileage or engine hours directly to the TCEQ.

**Why might I be interested?**

Once enrolled, you will not have to submit semiannual usage reports for grant activities. Instead, PTS will send your reports to the TCEQ. The PTS reports, showing equipment use by county, are specifically designed for TERP grantees.

While subscribed to the Precision Tracking Solutions Service, you will be required to certify to TCEQ that the reports sent by PTS are correct.

**What is the Cost of the TERP GPS Monitoring Service?**

There are two options for acquiring PTS services:

**Enhanced Program**

<b>Hardware and Installation</b> .....	\$540.53
<b>Service fee</b> .....	\$27.96/month

**Commercial Program**

<b>Hardware and Installation</b> .....	\$350.00
<b>Service fee</b> .....	\$27.08/month

These prices apply to equipment funded by a TERP grant and to the grantee's other equipment. Monthly payments are not eligible for reimbursement.

For details regarding the Enhanced and Commercial TERP GPS Service options please contact Jere Mansfield at Precision Tracking Solutions: (214) 810-5558.