

**North Central Texas
Council of Governments**

CLEAN FLEETS NORTH TEXAS: RECOVERY ACT

Call for Projects – Round 3

Revised December 20, 2010

December 2010
North Central Texas Council of Governments
Air Quality Policy and Program Development
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www.nctcog.org/aqfunding

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INTRODUCTION

The Clean Fleets North Texas: Recovery Act Round 3 Call for Projects (CFP) was established to provide financial assistance for projects which increase the use of alternative fuels and advanced technology vehicles through the purchase or conversion/repower of vehicles as well as the upgrade/expansion of existing eligible alternative fuel refueling stations in the Dallas-Fort Worth (DFW) ozone nonattainment area. The counties within this area currently include Collin, Dallas, Denton, Ellis, Johnson, Kaufman, Parker, Rockwall, and Tarrant County. This program will prioritize implementation of new vehicle and infrastructure investments in the two focus areas: the Electric Emphasis Area, which includes plug-in electric vehicles (PEVs), plug-in hybrid-electric vehicles (PHEVs), hybrid-electric vehicles (HEVs), and recharging infrastructure; and the Natural Gas (NG) Emphasis Area, which includes natural gas vehicles (NGVs, both compressed and liquefied) and refueling infrastructure. In addition, eligible applicants are invited to submit requests to fund other eligible alternative fuel and advanced technology projects. Funds for this CFP are made available through a grant from the Transportation Energy Efficiency Alternative Fuels and Technology Stimulus Grant Program of the Texas Comptroller of Public Accounts. The CFP is being administered by the North Central Texas Council of Governments (NCTCOG) and is consistent with the requirements set forth in the Texas Comptroller of Public Accounts' Request for Applications (RFA), dated September 19, 2009.

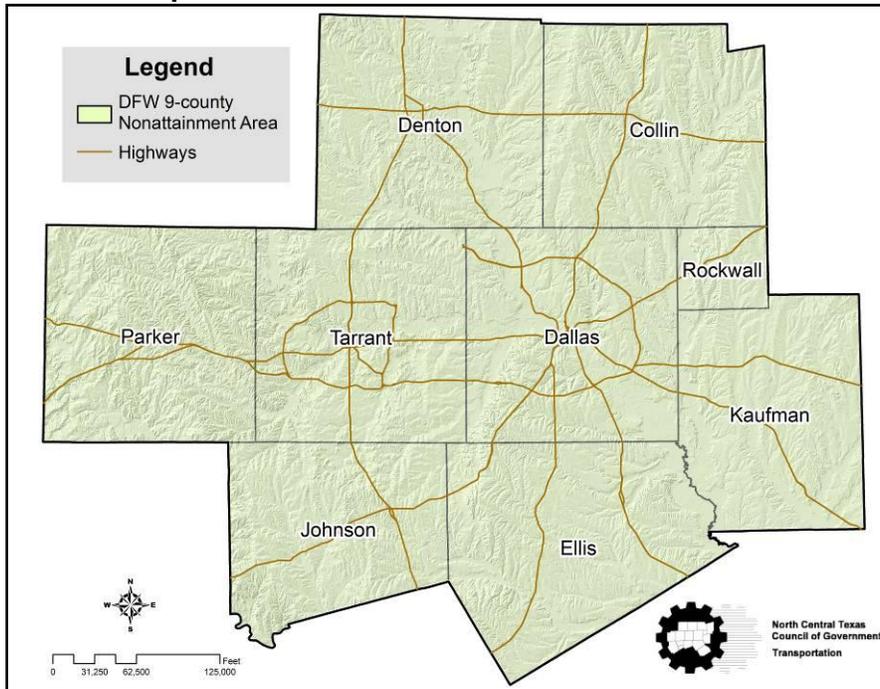
This document contains criteria for grants awarded through the Clean Fleets North Texas: Recovery Act Round 3 CFP.

PURPOSE

The objectives of this CFP are to increase the use, availability, and awareness of alternative fuels and advanced technology vehicles; create and preserve jobs; improve air quality and address climate change by reducing emissions; and reduce petroleum consumption in the counties designated as nonattainment for the pollutant ozone in the North Central Texas region. The CFP will complement the growing interest in alternative fuel use among fleets in the DFW region due not only to environmental concerns, but also to economic issues, shifting energy policies, and an overall desire to show leadership and innovation.

Nine counties in the DFW area have been classified as moderate nonattainment under the National Ambient Air Quality Standard for ozone. This means that ground-level ozone concentrations in these counties exceed the federal health-based limit as set forth by the Environmental Protection Agency (EPA). Ozone is formed when nitrogen oxides (NO_x) and volatile organic compounds (VOC) react in the presence of sunlight and heat. Numerous efforts are being implemented to reduce emissions that contribute to ozone formation. Projects implemented through this funding opportunity will support efforts to reduce ozone concentrations and petroleum use; thereby, improving air quality in the region. Implementation of this program will further enhance air quality by achieving reductions in particulate matter (PM_{2.5}), carbon monoxide (CO), and mobile source air toxics, and GHGs. Map 1 illustrates the DFW nine-county ozone nonattainment area.

Map 1: DFW OZONE NONATTAINMENT AREA



CONTACT INFORMATION

CFP information, including application forms, is available at www.nctcog.org/aqfunding. Potential applicants may also contact NCTCOG staff with any questions or comments:

Project Lead – Natural Gas Emphasis Area Propane Projects Ethanol and Biodiesel (Infrastructure Only)

Lori P. Clark
Senior Transportation Planner
(817) 695-9232
lclark@nctcog.org

Project Lead – Electric Emphasis Area

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Senior Transportation Planner
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NCTCOG
616 Six Flags Drive
Centerpoint Two
Arlington, Texas 76011

ELIGIBLE APPLICANTS

This CFP is available to governmental entities located within the nine-county DFW ozone nonattainment area. Eligible governmental entities are defined as State agencies and political subdivisions. State agencies include, but are not limited to: a board, commission, department, office, or other agency in the executive branch of State government that is created by the

constitution or a statute of this State, including a river authority and an institution of higher education as defined by Section 61.003, Education Code; the legislature or a legislative agency; or the Supreme Court of Texas, the Court of Criminal Appeals of Texas, a court of appeals, a State judicial agency, or the State Bar of Texas. Political subdivisions include, but are not limited to: a county; a municipality; a public school district; or a special-purpose district or authority.

In addition, private-sector entities which operate vehicles under contract to an eligible governmental entity may apply, provided that the term of the contract exceeds the length of the required Activity Life. Entities which wish to apply for funds must have adopted the Clean Fleet Vehicle Policy prior to submitting an application. Entities that have adopted the policy must be in compliance with all policy requirements, including annual reporting, in order to be eligible for funding. For more information on the Clean Fleet Vehicle Policy, or to check your organization's status, please visit www.nctcog.org/fleetpolicy.

ELIGIBLE ACTIVITIES

Vehicles

Grants may be used for the purchase/lease of vehicles and conversion/repower of vehicles to alternative fuels. Only on-road, highway-certified vehicles that fall within the following categories will be considered for funding:

1. Dedicated NGVs, both compressed natural gas (CNG) and liquefied natural gas (LNG)
2. PEVs, PHEVs, and HEVs
3. Dedicated propane vehicles

All vehicles, vehicle conversion systems, and repowers must be approved by the EPA or California Air Resources Board (CARB) to be eligible for funding. For conversion/repower projects, a Certificate of Conformity, EPA/CARB engine certification, or other documentation of EPA/CARB approval of a conversion system or engine configuration must be submitted with application. Projects which involve the leasing of new vehicles must meet the eligibility terms for new vehicle purchase and the lease term must meet or exceed the project required Activity Life for a new purchase. Project-specific Activity Life is as follows:

- Light-duty vehicle projects: Five years.
- Heavy-duty vehicle projects: Seven years.

While the replacing of an existing vehicle or engine with a vehicle or repower purchased from this funding is not required, it is encouraged and may be scored higher during evaluation. For an existing vehicle or engine to be considered a replacement, the remaining life of the vehicle or engine must be equal to or greater than half of the Activity Life of the new purchase. In addition, if the NCTCOG awards the project as a replacement, the vehicles and engines being replaced must be rendered permanently inoperable and disposed of in an environmentally responsible manner and in accordance with local disposal laws. Destruction of a vehicle generally will require drilling a three-inch hole in the engine block, cutting the frame of the chassis in a 75 percent wedge, and recycling salvageable materials, but may include other permanent destruction methods. An engine may be retired by drilling method previously mentioned or by sending it to a remanufacturing facility. The facility will be operated by or authorized by the original engine manufacturer to remanufacture the engine. The process will include removing

all parts and using the old block to build a remanufactured engine with a new serial number. (This option does not include sending the engine to a rebuild facility.)

Infrastructure

Grants may be used for upgrading/expanding existing alternative fuel vehicle refueling sites that are on government-owned property. To be eligible, the site must currently offer Biodiesel, CNG, LNG, Liquefied Petroleum Gas (Propane), Ethanol (E85), or Recharging Electrification Infrastructure for electric vehicles. The proposed upgrade/expansion of the station must result in the ability to refuel with NG and/or electricity. Projects may be proposed that include both eligible fuel types (NG and/or electric) at the same location or at different locations. Project-specific Activity Life is as follows:

- Alternative Fuel (CNG, LNG, Propane, Ethanol (E85), and/or Biodiesel) Refueling/Recharging Facilities: Seven years.

Equipment to dispense and store natural gas and electricity to be used as fuel is eligible for funding. Tanks, dispensers, signage, hoses, and related equipment to store and pump natural gas as well as electric vehicle charging stations for on-road vehicle use is eligible. All equipment must meet the Texas Department of Agriculture Weights and Measures requirements for dispensing units and Texas Commission on Environmental Quality requirements for storage tanks. All applicable local laws and zoning requirements must be met and documented.

ELIGIBLE COSTS

Each grant recipient must supply a minimum cost share of at least twenty percent (20%) for the project as a whole. Included below are the costs eligible for reimbursement for each type of Activity.

Vehicle Purchase/Lease

The grant recipient may be eligible for reimbursement of up to 80 percent of the incremental cost of new vehicles, which shall be calculated based on the difference between the cost of the alternative fuel vehicle and the cost of a comparable conventional model, verified by manufacturer estimate, after all other applicable manufacturer and local/State rebates, tax credits, and cash equivalent incentives are applied. Awards for light-duty vehicle purchases may not exceed \$4,000 per vehicle and for heavy-duty vehicle purchases may not exceed \$8,000 per vehicle. At least one bid/quote for a comparable conventional vehicle and one bid/quote for the new vehicle purchase must be included.

Project applications must include the number of vehicles to be purchased or leased by each fuel type proposed for the project. Details regarding the type of vehicles to be purchased or leased must be identified.

Ineligible costs include but may not be limited to: fees associated with Buy Boards and financing.

Conversion/Repower

The grant recipient may be eligible for reimbursement of up to 100 percent of the incremental cost of the conversion and repowering of vehicles for use of alternative fuels (i.e. vehicles originally designed to operate using diesel or gasoline, to be powered using NG or electricity). Eligible costs shall be based on the cost of the new fuel system plus installation, after all other applicable manufacturer and local/State rebates and cash equivalent incentives are applied. Funds are not available for non-fuel system upgrades such as transmissions and exhaust systems and should not be included in the incremental cost of the project. Conversions/repowers may be performed either on vehicles which already exist in the applicant's fleet, or newly-purchased conventional vehicles which are converted/ repowered prior to being placed into service.

Note that although conversion/repower activities can receive up to 100 percent grant funding, the overall project is subject to the twenty percent cost-share requirement. For purchases of new vehicles which are being converted prior to being placed into service, the purchase cost of the conventional vehicle serves as cost share. In the event a conversion/repower is being performed on a vehicle which already is in the applicant's fleet, the residual value of the existing vehicle, if any, may be used as in-kind match to apply toward the twenty percent cost-share requirement. In-kind match is only allowable on vehicle conversion/repower activities.

Infrastructure

The grant recipient may be eligible for reimbursement of up to 80 percent of the cost of alternative fuel refueling equipment. Funding can be used to purchase and install equipment only. Ineligible costs include but may not be limited to: fuel production; acquisition of property; construction; and retail operating expenses and fuel costs, including the incremental cost of fuels.

Internal Costs

Administrative costs and other internal costs of the grant recipient—including but not limited to personnel expenses, internal salaries, indirect costs, and travel—are not eligible. This restriction also applies to situations where the grant recipient acts as a transporter for delivery of the grant-funded vehicles/equipment before or after its acceptance.

Third-Party Fees

Fees for a third-party consultant or dealer hired by the grant recipient to coordinate the application or manage and administer the grant-funded activities, including coordination of the work and submission of reports and paperwork to NCTCOG for the grant recipient, are not eligible. This restriction is not intended to limit the ability of the equipment supplier or installer to include reasonable and necessary costs for managing the work to be performed in the price of the vehicle, equipment, or installation services. The costs for professional services, including engineering and technical work, required for completion of the activity may be included, subject to the restrictions pertaining to that type of project. Per the Uniform Grant Management Standards (UGMS), the cost plus a percentage of cost method of contracting for professional services shall not be used.

REQUIREMENTS

Projects must comply with the following elements to be considered for funding.

- **Project Type:** Project(s) must meet criteria stated in Eligible Activities section of this document.
- **Bids/Quotes Included:** Applicant must include at least one bid/quote for each type of Activity included in the proposed project. The bid/quote should include purchase price, taxes, and any applicable installation costs. For vehicle purchase/lease only, one bid/quote for the requested vehicle and one bid/quote for the comparable conventional vehicle must be included. If multiple vehicle types are submitted, one price bid/quote should be provided for each type of vehicle.
- **EPA/CARB Certification Documentation:** Applicant must document EPA/CARB approval of requested engine repowers/vehicle conversions; those proposing repower projects must submit EPA/CARB engine certification; those proposing conversion projects must submit a Certificate of Conformity.
- **Activity Life:** Applicant must commit to complete usage reporting on project use for the full Activity Life of the project. Project-specific Activity Life is as follows:
 - Light-duty vehicle projects: Five years.
 - Heavy-duty vehicle projects: Seven years.
 - Alternative Fuel Refueling/Recharging Facilities: Seven years.
- **Cost-Share:** Each applicant must provide a minimum of a twenty percent (20%) cost share for their project as a whole. In-kind match is allowable on vehicle conversion/repower activities only.
- **Schedule:** Applicant must submit a project schedule outlining major steps in the implementation process as well as an anticipated timeframe for completion.
- **Site Photos, Site Plans, Drawings and Permits:** For Infrastructure projects, applicant must submit site photos and any other information regarding the planned project, such as site plans, drawings, permits, etc., if available.
- **Clean Fleet Vehicle Policy Adoption:** Applicant must have adopted the Clean Fleet Vehicle Policy prior to submitting a grant application. Entities that have adopted the policy must be in compliance with all policy requirements, including annual reporting, in order to be eligible for funding.
- **Project Dates:** All projects must be implemented by ~~November 30~~ **October 31**, 2011.
- **Emissions Credit:** Applicant must surrender emissions reductions to NCTCOG to meet air quality requirements and goals. The recipient may not utilize emissions reductions to satisfy other air quality commitments.

- **Voluntary Reductions:** Projects must be voluntary in nature and not required by any State or federal law, rule, regulation, memorandum of agreement, or other legally binding document.
- **Financial Disclosure:** Applicant must notify NCTCOG of 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, to allow for accurate calculation of incremental cost.
- **Notification:** Applicant must agree to notify the NCTCOG of any changes in the following during the Activity Life: termination of use; change in use, sale, transfer, or accidental or intentional destruction of grant-funded equipment or infrastructure.
- **Written Certification of Disposition:** At the end of the Activity Life, subgrantee must provide to NCTCOG a written certification of the disposition of grant-funded vehicles/equipment. The certification shall describe the continued use and condition of the vehicles/equipment, fair market value, remaining useful life, and any actual or anticipated improvements that may increase the value of the vehicles/equipment.
- **Planning and Purchasing (infrastructure):** Subgrantee shall purchase station components and materials in accordance with all federal, State, and local laws concerning purchase of goods and services. The subgrantee shall oversee the implementation plan and schedules including finalizing permits with building and safety, fire departments; site preparation with concrete, piping and electrical; station installation; and facility start-up, training and operation.
- **National Environmental Policy Act (NEPA) Requirements:** Each subgrantee shall agree to comply with the NEPA and not take any action that will have an adverse environmental impact (e.g., physical disturbance of a site such as breaking of ground) or limit the choice of reasonable alternatives until either a NEPA clearance of final NEPA decision is provided through the NCTCOG by the National Energy Technology Laboratory (NETL) NEPA compliance Officer. Any Project(s) using these funds for the purchase of equipment for new alternative fuel(s) refueling stations and/or purchase of equipment for retrofits of existing refueling stations will additionally be required to provide additional project information and support the Department of Energy (DOE) in order to comply with NEPA.
- **Davis-Bacon and related Federal Acts:** The American Recovery and Reinvestment Act (ARRA), Section 1606 requires that the Davis-Bacon and related federal acts apply when federal funds in excess of \$2,000 are used for the construction, alteration, or repair (including painting and decorating) of public buildings or public works. These acts require that the contractors and subcontractors pay their laborers and mechanics employed under the contract no less than the locally prevailing wages and fringe benefits for corresponding work on similar projects in the area. The subgrantee shall be responsible for insuring that these acts are enforced when funds provided under this award are used for any construction, alteration, or repair (including painting and decorating) of public buildings or public works in excess of \$2,000. For more information related to compliance, visit <http://www.dol.gov/esa/whd/contracts.dbra.htm>.
- **Buy American Act:** Under the ARRA, Section 1606, subgrantees must insure that appropriate steps are be taken that all of the iron, steel, and manufactured goods used in

the project are produced in the United States, unless the product is subject to an international trade agreement, or, obtain an exception through the NCTCOG from the DOE that:

- The cost of the product will increase project cost by 25 percent,
- The product is not available in sufficient supply and reasonably available commercial quantities of sufficient quality, or
- Enforcement of the Buy America provision is inconsistent with public interest.

The regulatory reference is 2 Code of Federal Regulations Part 176 and may be read at <http://www.whitehouse.gov/omb/assets/fedreg2009/042309recovery.pdf>.

SCHEDULE

Task	Estimated Timeframe
Call for Projects Opens	December 13, 2010
Call for Projects Deadline	5 p.m. Central Time on the last Friday of each month beginning January 28, 2011.
Finalize Staff Recommendations	Monthly until funds are exhausted
Announce Awarded Projects	Monthly until funds are exhausted
Mail Subgrantee Agreements/ Notice to Proceed	Ongoing upon award announcement
Final Call for Projects	June 24, 2011 or whenever all funds have been awarded, whichever comes first.
Project Implementation Deadline/ Final Invoice Due Complete	November 30 October 31 , 2011

SELECTION CRITERIA

Properly completed, eligible applications will be evaluated and ranked by NCTCOG staff based on the following criteria:

Quantitative Assessment (NCTCOG will take into consideration that not all criteria may be appropriate for all activities)

- Cost per ton of nitrogen oxides (NO_x) reduced in the DFW nine-county ozone nonattainment area
- Cost per ton of fine particulate matter (PM_{2.5}) reduced in the DFW nine-county ozone nonattainment area
- Cost per ton of carbon dioxide (CO₂) reduced in the DFW nine-county ozone nonattainment area
- Cost per gallon of gasoline/diesel fuel reduced
- Degree of petroleum displacement

Qualitative Assessment

- Voluntary replacement of existing fleet vehicle or engine with new vehicle or engine
- Additional funding provided by applicant as a match to awarded funds over and above the minimum cost share required

- Participation in other air quality related programs
- Timely implementation schedule (all projects must be complete by ~~November 30~~ **October 31, 2011**)
- Clearly identified project costs and implementation procedures
- Previous participation in Regional Transportation Council funding programs- applicants with no previous participation will receive neutral consideration for this element
- Strategic program goals including consideration for Environmental Justice

NCTCOG is not obligated to fund a proposal from an applicant that has demonstrated marginal or unsatisfactory performance on previous grants or contracts with the NCTCOG and/or other State agencies. NCTCOG is not obligated to fund a proposal from an applicant based on a determination of the risks associated with the applicant, including the financial condition of the applicant and other risk factors as may be determined by the NCTCOG.

Regardless of the scores and ranking assigned, the NCTCOG may base funding decisions on other factors associated with best achieving the goals of the program, and the NCTCOG is not obligated to select a project for funding. Additionally, the NCTCOG may select parts of a proposal for funding and may offer to fund less than the dollar amount requested in a proposal.

APPLICATION PROCESS

To submit projects under the NCTCOG Clean Fleets North Texas: Recovery Act Round 3 Call for Projects, follow one of the following submission methods:

Submit Via E-mail:

Applicants may submit proposals by e-mailing the completed application form and supporting documentation in Microsoft Excel format. The application form **MUST** be in Excel format; pdf or scanned copies are not acceptable. Supporting documentation, such as bids/quotes or site plans, must accompany the application and may be in any electronic format. Applicants are advised that e-mail submissions are limited to five (5) megabytes in size, per e-mail. Applications for projects that are in the NG Emphasis Area and propane, ethanol, and biodiesel projects may be e-mailed to lclark@nctcog.org; applications for projects that are in the Electric Emphasis Area and other hybrid technologies may be e-mailed to jdanieau@nctcog.org. In order for an e-mail submission to be accepted, the application file must be attached to a transmittal e-mail which includes the certification statement in Item #36 on Page 4 of the application. The applicant must copy and paste the paragraph as it appears in Item #36 into the body of the transmittal e-mail to constitute an electronic signature. If the application package exceeds five (5) megabytes and requires multiple e-mails, this certification statement must be included in each transmittal e-mail.

Submit Hard Copy:

Applicants who do not wish to submit via e-mail may request to submit a hard copy application. Hard copy submissions will require original signatures. Please contact the NCTCOG staff identified under the *Contact Information* section of this document.

Faxed copies of the application packet will not be accepted.

Applications must be received “in-hand” by 5 p.m. Central Time on the last Friday of each month in order to be considered with that month’s applications. Applications and/or supplemental information which are received after this time and date will be considered late and will not be accepted.

Private consultants may be available to assist in completing and submitting an application. These consultants do not represent NCTCOG, and NCTCOG neither encourages nor discourages the use of a consultant to assist with the application process. NCTCOG has no agreement with any consultant and applications submitted by a particular consultant will not receive any more favorable treatment than other applications. Any fees charged by a consultant are the responsibility of the applicant and may not be charged to the grant, either directly or as an addition to the cost basis of the grant-funded 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 allow assistance from a dealer or an agent of a dealer in preparing an application, as long as any decision by the applicant to purchase the grant-funded equipment from that dealer is made independently and meets the other reasonableness provisions in the grant contract.

GRANT ADMINISTRATION AND REIMBURSEMENT OF EXPENSES

Successful applicants will be notified of their selection and the amount of grant funding that may be awarded. Entities selected to receive grant funding will be required to execute an Agreement with the NCTCOG. All services or work carried out under an Agreement awarded as a result of this call for projects must be completed within the specific scope, time frames, and funding limitations. Upon signature and execution of the Agreement by the NCTCOG, a copy of the executed Agreement will be returned to the applicant. NCTCOG will issue a Notice to Proceed indicating that the applicant may begin implementation of grant-funded activities.

Grant funds will be paid out 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 vehicles/equipment have been received and accepted by the grant recipient. Requests for reimbursement shall include documentation to show that the vehicles/equipment have been received and/or installed, and that the expenses have been incurred and paid by the grant recipient. For voluntary replacement, disposition of the old vehicle or engine must take place before the submission of the request for reimbursement. Recipients will also have the option to assign their grant payments directly to a dealer or service provider. NCTCOG will supply reimbursement request forms for use by the recipient. **Under no circumstances will reimbursement be made for costs incurred prior to the date of the Notice to Proceed.**

Upon completion of all grant-funded purchases, the grant recipient will need to submit a final request for reimbursement of all remaining unreimbursed expenses.

To further enhance partnership among all entities as well as market vehicle and technology funded through this program, the grant recipient must also agree to place a label or sticker on the grant-funded vehicles and equipment, upon request by NCTCOG.

Applicants that are successfully awarded funding through this CFP will be obligated to fulfill the requirements of the Agreement for the duration of the Activity Life, including but not limited to achievement of annual usage requirements, surrender of emissions credits, and completion of

reporting requirements to the NCTCOG. Failure to comply with these commitments and/or reporting requirements may result in the return of all or a pro rata share of the grant funds to the NCTCOG.

Grant recipients are responsible for complying with all U.S. Internal Revenue Service (IRS) laws and rules regarding the taxable status of grants. The grant payments are Form 1099 reportable.

REPORTING REQUIREMENTS

Award recipients must commit to submitting reports regarding project status for the duration of the Activity Life. Failure to submit these reports pertaining to grant-funded activities may be grounds for termination of Agreement.

Monthly Project Status Report

A Monthly Project Status Report must be submitted by the 20th day of each month for the duration of the Agreement (through ~~November 30~~ **October 31**, 2011).

Semi-Annual Usage Report

A Semi-Annual Usage Report must be submitted by January 15 and July 15 for the duration of the approved Activity Life. Required reporting will include the following information for each activity:

- For Vehicle Activities
 - Actual Mileage for the Six-Month Reporting Period
 - Actual Cumulative Mileage
 - Actual Gallons Fuel Consumed for the Six-Month Reporting Period
 - Actual Cumulative Gallons Fuel Consumed
 - Percent of Time Operating in Dallas-Fort Worth Ozone Nonattainment Area for the Quarterly Reporting Period
 - Operational Issues or Changes (if any, such as significant maintenance concerns, repair needs, etc.)
- For Infrastructure Activities
 - Actual Gallons Dispensed for the Six-Month Reporting Period
 - Actual Cumulative Gallons Dispensed
 - Average Price of Alternative Fuel over the Six-Month Reporting Period
 - Operational Changes (if any, such as significant maintenance/repair needs, temporary closings, etc.)

Usage reporting will be completed online through the NCTCOG Web site (www.nctcog.org). A user name and password will be provided prior to the end of the first reporting period.

Certified Payroll Reports

Per the Davis-Bacon Act, any public works infrastructure projects in which work is hired out to contractor(s), Weekly Certified Payroll Reports must be provided by 5 p.m. on the Friday of the week following the reporting period for any week in which applicable work is performed. Reports with original signatures must be submitted to the NCTCOG. Scanned or faxed copies are not acceptable. A copy of this report is included as a reference.

Written Certification of Disposition

At the end of the Activity Life, or upon transfer of ownership, a written certification must be submitted documenting the continued use and condition of the vehicles/equipment, fair market value, remaining useful life, and any actual or anticipated improvements that may increase the value of the vehicles/equipment.