# TCEQ SEP THIRD-PARTY ADMINISTRATOR QUARTERLY REPORT

**PERFORMANCE YEAR: 2021**

| | | | |
|---|---|---|---|
| **ADMINISTRATOR:** | **HOUSTON-GALVESTON AERCO** | **CERTIFICATION** | **SIGNATURES** |
| **PROJECT:** | **CLEAN VEHICLES PARTNERSHIP** | | |
| | | **E-Signature Q1** | Jean Mahood |
| **AGREEMENT NO.:** | 2011-25 | **E-Signature Q2** | Jean Mahood |
| | | **E-Signature Q3** | Jean Mahood |
| **CONTACT:** | Cameron Stawicki | **E-Signature Q4** | Jean Mahood |
| **MAILING ADDRESS:** | POB 22777 | | ↑ |
| **CITY, STATE ZIP** | HOUSTON, TX 77227-2777 | | **PLEASE PROVIDE NAME NEXT TO QUARTER SUBMITTED** |
| **TELEPHONE:** | (832) 681-2578 | | |
| **EMAIL:** | cleanvehicles@h-gac.com | | |

## QUARTERLY REPORT DUE DATES AND PERFORMANCE DATES

| QUARTERS | MONTHS WITHIN THE QUARTER | REPORT DUE | DATE SUBMITTED |
|---|---|---|---|
| Q1 | JANUARY - MARCH | MAY 15 | 5/15/21 |
| Q2 | APRIL - JUNE | AUGUST 15 | 8/17/21 |
| Q3 | JULY - SEPTEMBER | NOVEMBER 15 | 11/15/21 |
| Q4 | OCTOBER - DECEMBER | FEBRUARY 15 of following year | |

**PLEASE SUBMIT COMPLETED REPORTS AND SUPPORTING DOCUMENTATION TO SEPReports@tceq.texas.gov**

↑
**PLEASE ENTER DATE WHEN QR IS SUBMITTED**

**SEPARATE SEP BANK ACCOUNT SHOULD BE FEE-FREE AND NON-INTEREST-BEARING!**

**WHAT TO SUBMIT WITH THE QUARTERLY REPORT:**

* **BANK STATEMENT FOR THE QUARTER**
* **CHECK COPIES OF ALL CONTRIBUTIONS RECEIVED**
* **CHECK COPIES OF ALL EXPENSES PAID**
* **COPIES OF INVOICES AND PAID RECEIPTS**
* **DATED PHOTOGRAPHS OF YOUR PROJECT**
* **VEHICLE DEMOLITION VERIFICATION, IF APPLICABLE**
* **OTHER SUPPORTING DOCUMENTATION AS REQUESTED BY TCEQ**

| | | TCEQ USE ONLY | Q1 | Q2 | Q3 | Q4 |
|---|---|---|---|---|---|---|
| HOUSTON-GALVESTON AERCO | | QR BALANCE | $ 220,820.53 | $ 321,445.90 | $ 322,226.82 | $ 390,186.82 |
| CLEAN VEHICLES PARTNERSHIP | | INTEREST | $ 5.37 | $ 5.92 | $ 5.00 | $ 9.05 |
| AGMT NO. | 2011-25 | REFUND | $ - | $ - | $ - | $ - |
| CY: 2021 | | EXPENSES | $ - | $ 150,531.00 | $ 1,256.00 | $ - |
| | | ADMIN COST | $ - | $ - | $ - | $ - |
| | | ENDING BALANCE | $ 220,825.90 | $ 170,920.82 | $ 320,975.82 | $ 390,195.87 |

| Last 4 Digits | Name of Bank |
|---|---|
| 4138 | CHASE BANK |
| BUDGET: | $ 5,488,800.00 |
| ADMIN: | $ - |

← *This amount MUST MATCH the ending balance on the bank statement*

| QTR 4 | NEW DOCKET NO. | BEG BALANCE OR CONTRIBUTION | INTEREST | REFUND | EXPENSES | ADMIN COST | END BALANCE | ✓ | BANK DATE | CHECK NO. OR ACH NO. | INV NO. | PAYEE | BUDGET NO. | BUDGET ITEM |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| | **BALANCE FORWARD** | **$ 320,975.82** | $ - | $ - | $ - | $ - | $ 320,975.82 | | | | | | | |
| | October Interest | $ - | $ 2.83 | $ - | $ - | $ - | $ 320,978.65 | | 10/29/21 | | | | | |
| | 2020-0998-AIR-E | $ 38,760.00 | $ - | $ - | $ - | $ - | $ 359,738.65 | | 10/18/21 | 1585031 | | | | |
| | 2020-1064-AIR-E | $ 3,750.00 | $ - | $ - | $ - | $ - | $ 363,488.65 | | 11/16/21 | 63175 | | | | |
| | 2020-0253-AIR-E | $ 8,326.00 | $ - | $ - | $ - | $ - | $ 371,814.65 | | 11/24/21 | 2001444704 | | | | |
| | 2020-0253-AIR-E | $ 2,625.00 | $ - | $ - | $ - | $ - | $ 374,439.65 | | 11/24/21 | 2001444326 | | | | |
| | 2020-0253-AIR-E | $ 2,625.00 | $ - | $ - | $ - | $ - | $ 377,064.65 | | 11/24/21 | 2500547093 | | | | |
| | 2020-0253-AIR-E | $ 5,250.00 | $ - | $ - | $ - | $ - | $ 382,314.65 | | 11/24/21 | 2001458373 | | | | |
| | 2020-0253-AIR-E | $ 5,250.00 | $ - | $ - | $ - | $ - | $ 387,564.65 | | 11/24/21 | 2001444705 | | | | |
| | November Interest | $ - | $ 2.96 | $ - | $ - | $ - | $ 387,567.61 | | 11/30/21 | | | | | |
| | 2020-1402-AIR-E | $ 2,625.00 | $ - | $ - | $ - | $ - | $ 390,192.61 | | 12/8/21 | 2001463320 | | | | |
| | December Interest | $ - | $ 3.26 | $ - | $ - | $ - | $ 390,195.87 | | 12/31/21 | | | | | |
| | | $ - | $ - | $ - | $ - | $ - | $ 390,195.87 | | | | | | | |
| | | $ - | $ - | $ - | $ - | $ - | $ 390,195.87 | | | | | | | |
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| | | $ - | $ - | $ - | $ - | $ - | $ 390,195.87 | | | | | | | |
| | | $ - | $ - | $ - | $ - | $ - | $ 390,195.87 | | | | | | | |
| **Q4 Total** | | **$ 390,186.82** | **$ 9.05** | **$ -** | **$ -** | **$ -** | **$ 390,195.87** | | | | | | | |

# SEP AGREEMENT BUDGET CATEGORIES

| SEP AGREEMENT ITEMS | | | | |
|---|---|---|---|---|
| **BUDGET NO.** | **ALLOWABLE SEP EXPENSE ITEM** | **QUANTITY** | **PRICE PER ITEM** | **ITEM TOTAL** |
| 1 | New Base model school bus, including purchase price and delivery charges | 33 | $120,000 | $ 3,960,000.00 |
| 2 | Conversions to cleaner fuel engine systems - Equipment and contract labor | 20 | $ 69,444.00 | $ 1,388,880.00 |
| 3 | Retrofits/anti-idling devices - equipment and contract labor | 10 | $ 10,000.00 | $ 100,000.00 |
| | Total Project Cost | | | $ 5,488,800.00 |
| | | | | |
| 4 | Personnel Salaries | | | $ 29,376.40 |
| 5 | Benefits Allocation | | | $ 13,994.92 |
| 6 | Travel | | | $ 1,000.00 |
| 7 | Overhead Costs | | | $ 14,588.65 |
| | | | | |
| | Total Project Administration Costs | | | $ 58,959.97 |
| | Total Costs | | | **$ 5,547,759.97** |

## QUARTERLY REPORT FORM FOR VEHICLE RETROFIT OR REPLACEMENT ACTIVITIES

**HOUSTON-GALVESTON AERCO**

| COUNCIL | SCHOOL NAME OR OWNER NAME | VEHICLE IDENTIFICATION | | REPLACEMENTS | | | |
|---|---|---|---|---|---|---|---|
| | RECIPIENT INFO | VEHICLE ID NUMBER | | OLD VEH | NEW VEH | REPLACEMENT DOLLARS | |
| COUNCIL AGREEMENT NO. | NAME OF SCHOOL OR OTHER RECIPIENT | VIN # OF REPLACED VEH IDENTIFICATION; ENTER VIN# FOR OLD VEH (RETROFITTED OR REPLACED) | NEW VIN # | DATE OF DESTRUCTION OF OLD VEH | DATE OF PURCHASE NEW VEH | DATE OF CK TO SCHOOL/OWNER | AMT PD TO SCHOOL OR OWNER |
| | Humble ISD | 1T88G4B20Y1083566 | 4DRBUC8N8MB122612 | 8/28/2020 | 05/21/20 | 12/30/20 | $ 11,666.66 |
| | | 1T88G4B20Y1083563 | 4DRBUC8NXMB122613 | 8/28/2020 | 04/27/20 | 12/30/20 | $ 11,666.67 |
| | | 1T88G4B20Y1083562 | 4DRBUC8N1MB122614 | 8/28/2020 | 04/27/20 | 12/30/20 | $ 11,666.67 |
| | | 1T88G4B20Y1083567 | 4DRBUC8N3MB122615 | 8/28/2020 | 04/27/20 | 12/30/20 | $ 11,666.67 |
| | | 1T88G4B20Y1083561 | 4DRBUC8N5MB122616 | 8/28/2020 | 04/27/20 | 12/30/20 | $ 11,666.67 |
| | | 4DRBRAAL54B960885 | 4DRBUC8N7MB122617 | 8/28/2020 | 05/21/20 | 12/30/20 | $ 11,666.66 |
| | | | | | | | $ - |
| | Brazosport ISD | 4UZAAXDC65CU38456 | 4DRBUC8N7MB126652 | 7/15/2020 | 05/20/20 | 02/11/21 | $ 80,531.00 |
| | | | | | | | $ - |
| | | | | | | | **$ 150,531.00** |