TCEQ SEP Third-Party Administrator Quarterly Report

Performance Years: 2016

Administrator:	**HOUSTON-GALVESTON AREA COUNCIL - AERCO**	**Certification**	**Signatures**
Project:	**CLEAN VEHICLES PARTNERSHIP**		
		E-Signature Q1	
Agreement No:	2011-25	**E-Signature Q2**	
		E-Signature Q3	
Contact:	ROBERT VEAZIE	**E-Signature Q4**	
Mailing Address:	3555 TIMMONS LANE, STE 120		↑
City/State/Zip	HOUSTON, TX 77027		**Please provide name next to quarter submitted**
Telephone:	832-681-2578		
Email:	ROBERT.VEAZIE@H-GAC.COM		

Quarterly Report Due Dates and Performance Dates

Quarters	Months within the Quarter	Report Due	DATE SUBMITTED
Quarter 1	**January - March**	**May 15**	
Quarter 2	**April - June**	**August 15**	
Quarter 3	**July - September**	**November 15**	
Quarter 4	**October - December**	**February 15 of following year**	

Please submit completed Report and supporting documentation to SEPReports@tceq.texas.gov

↑

Please enter date when QR is submitted

What to include when submitting the Quarterly Report:

* **Bank statements for the quarter**
* **Check copies of all contributions received**
* **Check copies of all expenses;**
* **Copies of invoices and paid receipts**
* **Dated photographs of your project**
* **Vehicle demolition verification, if applicable**
* **Other supporting documentation**

		TCEQ USE ONLY	Q1	Q2	Q3	Q4		Last 4 Digits	Name of Bank
HOUSTON-GALVESTON AREA COUNCIL - AERCO		QR BALANCE	$ 1,969,357.39	$ 2,053,245.22	$ 2,051,608.69	$ 2,051,608.69		4137	CHASE BANK
CLEAN VEHICLES PARTNERSHIP		INTEREST	$ 332.28	$ 401.50	$ -	$ -			
AGMT NO.	2011-25	REFUND	$ -	$ -	$ -	$ -		BUDGET:	$ 5,488,800.00
FY:	2016	EXPENSES	$ -	$ -	$ -	$ -		ADMIN:	$ 548,880.00
		ADMIN COST	$ 901.45	$ 2,038.03	$ -	$ -			
		ENDING BALANCE	$ 1,968,788.22	$ 2,051,608.69	$ 2,051,608.69	$ 2,051,608.69	←	*This amount must match the ending balance on the bank statement*	

QTR 2	DOCKET	BEG BALANCE OR CONTRIBUTION	INTEREST	REFUND	EXPENSES	ADMIN COST	END BALANCE	DATE	COMMENTS
	BALANCE LAST QTR	$ 1,968,788.22	$ -	$ -	$ -	$ -	$ 1,968,788.22		
	April Interest	$ -	$ 125.79	$ -	$ -	$ -	$ 1,968,914.01		
	April Administrative Cost	$ -	$ -	$ -	$ -	$ 953.34	$ 1,967,960.67		
		$ 3,190.00	$ -	$ -	$ -	$ -	$ 1,971,150.67		
		$ 10,800.00	$ -	$ -	$ -	$ -	$ 1,981,950.67		
	May Interest	$ -	$ 140.93	$ -	$ -	$ -	$ 1,982,091.60		
	May Administrative Cost	$ -	$ -	$ -	$ -	$ 816.64	$ 1,981,274.96		
		$ 2,550.00	$ -	$ -	$ -	$ -	$ 1,983,824.96		
		$ 51,000.00	$ -	$ -	$ -	$ -	$ 2,034,824.96		
		$ 11,445.00	$ -	$ -	$ -	$ -	$ 2,046,269.96		
	June Interest	$ -	$ 134.78	$ -	$ -	$ -	$ 2,046,404.74		
	June Administrative Cost	$ -	$ -	$ -	$ -	$ 268.05	$ 2,046,136.69		
		$ 5,472.00	$ -	$ -	$ -	$ -	$ 2,051,608.69		
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Q2 Total		$ 2,053,245.22	$ 401.50	$ -	$ -	$ 2,038.03	$ 2,051,608.69		

Use this Space to Itemize Expenses to be Reported on Projects Worksheet

After saving a copy of the quarterly report, you may reuse this expense recap sheet. No need to provide previously submitted data.

Payee Name	Invoice No.	Invoice Date	Invoice Amt	Description of Item	Bank Date	Check No.	Amt Expended	Comment
			$ -			Total Expenses	**$ -**	

SEP REPORT FORM FOR VEHICLE RETROFIT OR REPLACEMENT ACTIVITIES

Retrofits and Repowers										Vehicle Identification		Replacements						Owner/Recipient
	Type of Retrofit							Retrofit Dollars		Vehicle ID Number		Old Item		New Item		Replacement Dollars		Recipient Information
Old Vehicle: Retrofit Date	Diesel Particulate Filters (DPF)	Diesel Oxid Catalysts (DOC)	Closed Crank Filter Syst (CCFS)	Partial Flow Thru Filter (FTF)	Total No. of Retrofits This Date	No. of Vehicles Retrofit this Date	No. of Repowers	Date Retro/Repower Money Given to Owner/School	Dollar Amt Retro/Repower Money to Owner/School	Old Vehicle Identification (VIN #) Use this column to enter VIN # for Old Vehicle that was retrofitted or replaced	New Vehicle Identification No. (VIN #)	No. of Old Vehicles / EQ Destroyed	Old Vehicle: Destruction Date	No. of New Vehicles / EQ Purchased	New Vehicle / EQ: Purchase Date	Date Replacement Money Given to Owner/School	Dollar Amt Replacement Money to Owner/School	Vehicle or Equipment Owner (School or Other Recipient)
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