

H-GAC Clean Vehicles Program Supplemental Requirements Form

Per the requirements set forth in the Clean Vehicles Program Guidelines, effective date **XX/XX/XXXX**, and the Project Specifications Attachment of Contract **#XXXXXX-XX**, the following supplemental requirements apply to Project **#XXXX-XXX-XXXX**:

- H-GAC will require the Consultant to install an approved tracking device such as a Geographic Positioning System on the vehicles/equipment included in this project, and will require data collected by this device to be submitted to H-GAC program staff for review on a quarterly basis. Approved tracking devices and vendors are listed at the program website: [www.houston-cleancities.org/documents.htm](http://www.houston-cleancities.org/documents.htm)
  
- H-GAC will require the Consultant to be subject to a performance-based reimbursement payment schedule. This schedule is as follows:
  - 25% of the amount awarded for each vehicle will be reimbursed at the time they are initially invoiced
  - 25% of the amount awarded for each vehicle will be reimbursed after the satisfactory submittal of the first year of quarterly monitoring reports
  - 25% of the amount awarded for each vehicle will be reimbursed after the satisfactory submittal of the second year of quarterly monitoring reports
  - 25% of the amount awarded for each vehicle will be reimbursed after the satisfactory submittal of the third year of quarterly monitoring reportsFull invoicing procedures for performance-based invoicing are available at the program website: [www.houston-cleancities.org/documents.htm](http://www.houston-cleancities.org/documents.htm).
  
- H-GAC will provide increased oversight through regularly scheduled site visits on a bi-annual basis.

By signing below, the Consultant acknowledges and understands that supplemental requirements are being applied and the measure(s) that were selected. The Consultant hereby agrees to fulfill these supplemental requirements as part of their contractual obligations in order for the project to move forward.

\_\_\_\_\_  
Jack Steele, Executive Director  
Houston-Galveston Area Council

Date \_\_\_\_\_

\_\_\_\_\_  
(Signature of Contractor)

Date \_\_\_\_\_

\_\_\_\_\_  
(Printed Name & Title)