

**East Texas Council of Governments
FY 2011 REGIONAL SOLID WASTE GRANTS PROGRAM**

FORM 1. APPLICATION INFORMATION AND SIGNATURE PAGE

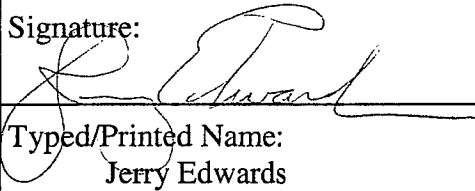
Applicant: City of Quitman	Funding Amount Proposed: \$ 20,000
Address: P.O. Box 1855 Quitman, Texas 75783	Phone/Fax/Email: Ph: 903-763-2223 Fx: 903-763-5631 Email : mhall@quitmantx.org
Contact Person: Mike Hall	Date Submitted: 06/18/10

Project Category

<input type="checkbox"/> Local Enforcement
<input type="checkbox"/> Litter and Illegal Dumping Cleanup and Community Collection Events
<input checked="" type="checkbox"/> Source Reduction and Recycling
<input type="checkbox"/> Local Solid Waste Management Plans
<input type="checkbox"/> Citizens' Collection Stations and "Small" Registered Transfer Stations
<input type="checkbox"/> Household Hazardous Waste (HHW) Management
<input type="checkbox"/> Technical Studies
<input type="checkbox"/> Educational and Training Projects
<input type="checkbox"/> Other

Signature

By the following signature, the Applicant certifies that it has reviewed the certifications, assurances, and deliverables included in this application, that all certifications are true and correct, that assurances have been reviewed and understood, and that all required deliverables are included with this application.

Signature: 	Title: Mayor
Typed/Printed Name: Jerry Edwards	Date Signed: 06/18/2010


FOR USE BY ETCOG

Date application was received: <u>6/28/2010</u>
Does the application meet all of the required screening criteria: <u>X</u> Yes _____ No
Is the application administratively complete: <u>X</u> Yes _____ No


FORM 2. Authorized Representatives

The Applicant hereby designates the individual(s) named below as the person or persons authorized to receive direction from the COG, to manage the work being performed, and to act on behalf of the Applicant for the purposes shown:

- 1. Authorized Project Representative.** The following person is authorized to receive direction, manage work performed, sign required reports, and otherwise act on behalf of the Applicant.

Signature: 
Typed/Printed Name: Michael E. Hall
Title: City Administrator
Date: 06/18/2010

- 2. Authorized Financial Representative.** In addition to the authorized project representative, the following person is authorized to act on behalf of the Applicant in all financial and fiscal matters, including signing financial reports and requests for reimbursement.

Signature: 
Typed/Printed Name: Michael E. Hall
Title: City Administrator
Date: 06/18/2010

EAST TEXAS COUNCIL OF GOVERNMENTS SOLID WASTE GRANT AUTHORIZATION

RESOLUTION 061710(A)

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF QUITMAN, TEXAS
AUTHORIZING THE FILING OF A GRANT APPLICATION WITH THE EAST TEXAS COUNCIL OF
GOVERNMENTS FOR A REGIONAL SOLID WASTE GRANTS PROGRAM GRANT; AUTHORIZING THE CITY
ADMINISTRATOR TO ACT ON BEHALF OF THE CITY OF QUITMAN IN ALL MATTERS RELATED TO THE
APPLICATION; AND PLEDGING THAT IF A GRANT IS RECEIVED THE CITY OF QUITMAN WILL COMPLY
WITH THE GRANT REQUIREMENTS OF THE EAST TEXAS COUNCIL OF GOVERNMENTS, THE TEXAS
COMMISSION ON ENVIRONMENTAL QUALITY AND THE STATE OF TEXAS.**

WHEREAS, the East Texas Council of Governments is directed by the Texas Commission on Environmental Quality to administer solid waste grant funds for implementation the COG's adopted regional solid waste management plan; and

WHEREAS, the City of Quitman in the State of Texas is qualified to apply for grant funds under the Request for Applications.

NOW, THEREFORE, BE IT RESOLVED THE CITY COUNCIL OF THE CITY OF QUITMAN, TEXAS;

1. That Mike Hall, as City Administrator, is authorized to request grant funding under the East Texas Council of Governments Request for Applications of the Regional Solid Waste Grants Program and act on behalf of the City of Quitman in all matters related to the grant application and any subsequent grant contract and grant project that may result.
2. That if the project is funded, the City of Quitman will comply with the grant requirements of the East Texas Council of Governments, Texas Commission on Environmental Quality and the State of Texas.
3. The grant funds and any grant-funded equipment or facilities will be used only for the purposes for which they are intended under the grant.
4. That activities will comply with and support the adopted regional and local solid waste management plans adopted for the geographical area in which the activities are performed.

PASSED AND APPROVED BY THE CITY COUNCIL OF THE CITY OF QUITMAN, TEXAS, THIS 17TH DAY OF JUNE, 2010.

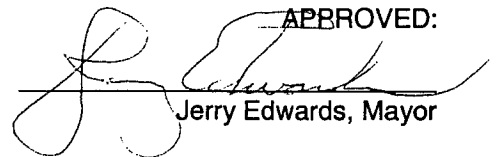
IN WITNESS WHEREOF WE HAVE AFFIXED OUR SIGNATURES HERETO THIS 17TH DAY OF JUNE, 2010.

ATTEST:



Michael E. Hall, City Secretary

APPROVED:



Jerry Edwards, Mayor

Form 5b. Summaries of Discussions with Private Industry

(Refer to instructions concerning information to include on this form. Attach any written comments or input provided)

Not Applicable.

FORM 6: Project Summary

Please provide a complete project summary. Reference the goals, objectives, and/or recommendations from the regional solid waste management plan that apply to the project, and how the project will assist in implementing the plan. Refer to the application instructions when completing these forms. If necessary, attach additional pages for each form.

Form 6a. Project Description *(add additional pages as necessary)*

The City of Quitman is seeking funding under the Source Reduction and Recycling Project category to replace a 1992 model leaf vacuum machine / trailer. The leaf machine had about 28,000 hours of use when the hour meter quit functioning in 1997 and is estimated to have over 50,000 hours of use. Maintenance expenditures are increasing each year and service providers are giving indication that parts are increasingly difficult to locate as the model nears being obsolete. In addition, the extended downtime continues to provide service interruption and lack of certainty for the customer in service provision timing.

The City currently provides each household customer with curbside leaf pick-up. This is done in two ways, 1) year round in bags and 2) from November through March by loose-leaf via vacuum truck. The leaf vacuum truck runs a continuous route throughout the town making each location every other week at approximately the same time given no service interruption.

All reclaimed materials are provided locally for gardening and beautification by the City to citizens, the Wood County Master Gardeners, the Quitman Garden Club, and the Friends of the Arboretum.

The City is requesting \$20,000 for 80% of the replacement cost of its existing leaf machine. The City will provide the remaining \$5,000 for the equipment purchase, as well as gas and staffing estimated at \$50,000 annually.

This project supports and complies with implementing Goal 1, Objectives 1D, 1E, and 1F AND Goal 3 Objective 3C of the Regional Solid Waste Plan.

Form 6b. Project Cost Evaluation (*add additional pages as necessary*)

Provide an evaluation of the costs associated with the proposed project. Explain how the total related costs of the proposed project were adequately considered; compare project costs to established averages or to normal costs for similar projects. Present the costs in unit terms, such as cost per ton, cost per customer, or cost per capita, as applicable. Describe any measurable costs savings, or reasonably justified costs of the project.

Replacement cost of the leaf machine is estimated at \$25,000. The City will provide up to \$5,000 in match from budget allocation or trade-in proceeds.

Cost per capita for the full replacement cost of the unit over a 10 year life cycle is about \$1.14 (\$25,000 divided by 10 by 2,200), which is roughly comparable to the cost avoidance per capita for diversion from landfill at \$0.60 (45 tons @ \$29.17/ton for landfill disposal cost divided by 2,200 people). Actual disposal costs are estimated at about \$15,000 per year or \$6.18 per capita – based on rental and dump fees of 30 yard roll-off dumpster sufficient to handle the same material.

Form 6c. Level of Commitment of the Applicant (*add additional pages as necessary*)

Provide information related to the Applicant's level of commitment to preferred solid waste management practices. If the proposed project is an ongoing service, demonstrate the ability to sustain the program beyond the term of the grant. Explain the extent to which the appropriate governing bodies support the proposed project.

The City of Quitman has maintained a comprehensive source reduction program related to brush chipping and leaf removal for over 30 years. As this project is funded through general fund revenues (primarily property and sales taxes) which are decreasing due to the economic situation, the ability of the City to provide for replacement of critical equipment is limited.

List any previously demonstrated commitment to preferred solid waste management practice, such as implementing other solid waste management projects, involvement in a local or subregional solid waste management plan or study, or membership in the TCEQ's Clean Texas Program.

The citizens of Quitman participate in the Upper Sabine River Solid Waste Management District through property taxation.

If the proposed project has received previous grant funding under this program, explain to what extent the proposal involves expansion of current services or operations; present quantifiable documentation of the success of the project in order to warrant further funding. Demonstrate a good record of past grant contractual performance.

The City was awarded grants in the 2006 and 2009 grant cycles related to the chipper portion of the overall program and has complied with all grant contractual obligations.

Form 6d. Scope of Work *(See application instructions. Add additional pages as necessary)*

Provide a work program with a schedule of deliverables for the proposed project or program. The work program with the schedule of deliverables will be considered the Scope of Work to be performed under the contract agreement, if funded. Once the details of the work program have been negotiated with the Applicant and approved by the COG, the work program will be entered into the grant contract.

As concisely as possible, for each task of the proposed project, describe the major steps or activities involved, identify the responsible entities and establish a specific timeframe to accomplish each task. The scope of work for the project or program must include:

- Detailed purpose and goal of the project (should be consistent with implementing the goals, objectives, and recommendations from the regional solid waste management plan, as stated in the project description on Form 6a).
- Specific task statements with responsible entity identified
- List of deliverables/products/activities under each task
- Schedule of deliverables

TASK – Purchase new leaf machine

PURPOSE AND GOAL – Continue brush, leaf, and grass clipping landfill diversion and source reduction in direct support of the Regional Solid Waste Plan.

DELIVERABLE – Big T Vac Model TTL-1 87W / John Deer 4039 Diesel Engine

SCHEDULE – Week 1-4 – Upon grant authorization, City will accept grant and authorized equipment purchase.

Week 4-6 - Bid process in compliance with purchasing requirements.

Week 6-10 – Acceptance of bid and financing – delivery of leaf machine.

Project will be completed upon delivery of leaf machine no later than 120 days from grant award.

FORM 7. GRANT BUDGET SUMMARY

Please provide the following breakdown of the total amount of grant funding being requested:

Budget Category	Funding Amount
1. Personnel/Salaries	\$
2. Fringe Benefits	\$
3. Travel	\$
4. Supplies	\$
5. Equipment	\$ 20,000
6. Construction	\$
7. Contractual	\$
8. Other	\$
9. Total Direct Charges (sum of 1-8)	\$ 20,000
10. Indirect Charges*	\$
11. Total (sum of 9 - 10)	\$ 20,000

12. Fringe Benefit Rate:	%	
13. Indirect Cost Rate:	%	
<p>Identify, in detail, each budget category to which your indirect cost rate applies and explain any special conditions under which the rate will be applied:</p> <p><small>*In accordance with the UGMS, indirect charges may be authorized if the Applicant has a negotiated indirect cost rate agreement signed within the past 24 months by a federal cognizant agency or state single audit coordinating agency. Alternatively, the Applicant may be authorized to recover up to 10% of direct salary and wage costs (excluding overtime, shift premiums, and fringe benefits) as indirect costs, subject to adequate documentation. If you have an approved cost allocation plan, please enclose documentation of your approved indirect rate.</small></p>		
<p><i>Please complete any of the following detailed budget forms that are applicable.</i></p>		

FORM 7a: Detailed Matching Funds/In-Kind Services

This budget form should be completed if the Applicant is providing any level of matching funds or in-kind services directly related to the proposed project.

Matching Funds: \$5,000

In the space below, please explain in detail the application of any matching funds to be provided by the Applicant, as directly related to the proposed project:

\$5,000 in cash and/or disposal proceeds on existing equipment.

In-Kind Services: \$50,000 (monetary equivalent)

In the space below, please explain in detail the application of any in-kind services to be provided by the Applicant, as directly related to the proposed project:

Estimate cost of staffing and fuel for providing leaf pick-up.

What is the TOTAL COST of the proposed project, considering the total grant funding requested, any matching funds being provided by the Applicant, and the monetary equivalent of any in-kind services being provided by the Applicant:

\$ _____

FORM 7e: Detailed Equipment Expenses

All equipment purchases must be pre-approved by the COG. If the specific details of an equipment purchase are known, show that equipment on the list below. If the specific details of the equipment costs are not known at this time, list the general details on this form. The specific details of the equipment will then need to be provided to and approved by the COG before the costs are incurred.

Equipment (\$5,000 or more per unit) <i>(Show description, type, model, etc.)</i>	Unit Cost	No. of Units	Total Cost
Big T Vac Model TTL-1 87 W <i>80% funding</i>	\$ 20,000 Grant portion	1	\$ 20,000 Grant portion
	\$		\$
	\$		\$
	\$		\$
TOTAL <i>(Must equal Line 5 of the Overall Budget Summary)</i>		\$ 20,000 (grant portion)	