



North Central Texas Council Of Governments

February 1, 2011

Rick Chaffin
Interim City Manager
City of McKinney
222 N. Tennessee
McKinney, Texas 75070

Reference: Notice to Proceed
Project No. ARRA-CFNT-09

Dear Mr. Chaffin:

In December 2010, the City of McKinney was awarded funding through the Clean Fleets North Texas August 2010 Call for Projects. As the North Central Texas Council of Governments (NCTCOG) and the City of McKinney continue to coordinate execution of the Agreement, issued electronically on January 28, 2011, NCTCOG requests the City of McKinney to begin implementation of Scope Activities outlined in the Agreement.

This letter shall serve as a Notice to Proceed, effective February 1, 2011, for this project. The City of McKinney may begin incurring expenses to convert three (3) light-duty hybrid-electric vehicles to plug-in hybrid-electric vehicles (PHEVs). The City of McKinney may seek reimbursement from NCTCOG for project expenses, consistent with the terms of the pending Agreement. Reimbursement for scope activity expenses shall not exceed \$38,646. NCTCOG will not provide reimbursement until the Agreement is fully executed.

If you have any project related questions, please contact Jenny Danieau, Senior Transportation Planner, at (817) 608-2342 or jdanieau@nctcog.org. If you have any Agreement related questions, please contact Anne-Marie Stowe, Grants and Contracts Coordinator I, at (817) 695-9145 or astowe@nctcog.org.

Sincerely,

Dan Kessler
Assistant Director of Transportation

AS:hp

cc: Eric S. Hopes, Environmental & Fleet Services Manager, City of McKinney (Electronic Copy)
Jenny Danieau, NCTCOG
Clean Fleets North Texas Project File