

***PLAINVIEW GRAIN INSPECTION***  
***1100 BROADWAY P.O. BOX 717***  
***PLAINVIEW, TEXAS 79073***  
***806-293-1364***

**EFFECTIVE DATE:** January 1, 2024.

**REGULAR HOURS:** Monday through Friday 8:00 A.M. to Noon, and 1:00 P.M. to 5:00 P.M

**NON-REGULAR HOURS:** All other weekday hours (except Holidays) not described above and Saturday.

**SUNDAY AND HOLIDAY HOURS:** All hours on Sunday and for the holidays New Year's Day, Memorial Day, July 4<sup>th</sup>, Labor Day, Thanksgiving Day, Friday after Thanksgiving and Christmas. Holidays which fall on Saturday will be observed on the preceding Friday; those which fall on Sunday will be observed on the following Monday. All days of a three day weekend in conjunction with a holiday will be considered holiday overtime.

**HOURLY RATES:** \$30.00 per man-hour during regular hours in which an employee is requested on site during the loading or unloading of carriers. \$45.00 per man-hour during non-regular hours in which an employee is requested for services. \$60.00 per man-hour during Sundays and holidays in which an employee is requested for service.

A minimum of 2 hours per person will be assessed for Saturday, Sunday, holidays, and after 5:00 P.M. any regular day of the week. An additional 4-hour minimum per person will apply for any work after 9:00 p.m. any day of the week.

All hourly rates will be assessed in addition to inspection unit fees. All hourly rates will be assessed in quarter-hour increments for each service representative.

**TRAVEL TIME:** Travel time will be assessed from portal to portal at the applicable hourly rate except on committed route times. Travel time will be prorated when more than one applicant requests service on the same trip.

**STANDBY RATES:** Standby will be charged at the applicable hourly rate for all delays not caused by Plainview Grain Inspection. This includes but is not limited to instances where the elevator has established a start time yet personnel are off site waiting to report for duty or if loading has been suspended by no fault of Plainview Grain Inspection.



**SUNDAY, HOLIDAY, AND NON-REGULAR HOURS ON-CALL TIME:** On-call charges are when an applicant wants inspection personnel to be available and waiting to report to duty during Sunday, holiday, and non-regular hours. The applicant must place us on call and establish a starting time no later than 4:00 P.M. on the Friday before the weekend. For weekday non-regular hours, the applicant must call us by 4:00 P.M. of that day. Cancellation or change of start time will result in a four hour per person, per day, charge assessed at the appropriate hourly rate. Agency personnel will not be required to be available until the established starting time.

**COMMODITY COOPERATIVE SERVICE AGREEMENT FEES:** In addition to all other applicable fees, commodity cooperative service agreement fees for commodity inspection services (pulses, hops, and miscellaneous processed commodities), excluding rice, will be assessed at the current percentage rate identified in FGIS Directive 9180.74 (Service Fees and Billing Codes, Attachment 4.) The assessed fees must exclude travel, mailing expenses, and state and local taxes. Invoices will identify assessed commodity cooperative service agreement fees as separate line items.

**MILEAGE:** Mileage will be charged by IRS standard mileage rate. Any change to the mileage charge is effective when the IRS changes their standard mileage rate. Mileage will be prorated when more than one applicant request service on the same trip.

**BILLING:** Invoices will be issued at the end of each month. Payment is due upon receipt of the invoice. If payment is not received within 25 days after the invoice date, past due accounts will be assessed an 18% annual finance charge calculated on a daily basis or \$15.00, whichever is greater. In addition, service may be withheld until the delinquent account is paid and/or a cash deposit is made guaranteeing payment for future services.

**PER DIEM:** \$40.00 per day per individual plus actual lodging expenses when staying overnight is required or requested.

**WEATHER POLICY:** Agency will adhere to the following inclement weather policy: Sampling and stowage examination requests may be delayed, curtailed or dismissed when any of the following conditions exist: High winds, lightening, rainfall/snow that creates conditions that are dangerous to employees and/or facility specific conditions that could put employees providing services in jeopardy. Adequate lighting must be provided when onsite services are requested after sunset. The severity of above conditions to be determined at the time of service by employee(s) that are providing services. Agency will abide by federal, state and local authorities in regards to voluntary and/or mandatory evacuations in the event of severe weather or other natural disasters.



Graded Commodities(Beans, Peas, Lentils, and Pulses)	
Rail Car/Container (per carrier) .....	\$23.00
Truck/Trailer (per carrier).....	\$17.00
Submitted (per sample).....	\$13.50
Factor Only (per sample) .....	\$10.00
Factors Only (2 or more)(per sample) .....	\$13.50
Stationary Lot (per lot).....	\$13.50

Hourly rates will be assessed for sampling in addition to inspection charges.

Non-graded; Non-processed Commodities(Millet, Popcorn, ect)	
Rail Car/Container (per carrier) .....	\$23.00
Truck/Trailer (per carrier).....	\$17.00
Submitted (per sample).....	\$8.25
Factor Only (per sample) .....	\$7.25
Factors Only (2 or more)(per sample) .....	\$8.25
Stationary Lot (per lot).....	\$13.50
Mycotoxin(each original and supplemental as required).....	\$30.00

Hourly rates will be assessed for sampling in addition to inspection charges.

Furnishing 3 <sup>rd</sup> party sample(per sample)(plus shipping cost).....	\$20.00
Copies of Certificates(previously issued)(per copy).....	\$2.00
Corrected Certificate(due to customer error).....	\$2.00
Sample pickup commitment service (if samples are ready and available at the time of pickup on regular commitment routes)	
Route commitment (Monthly) .....	\$18.00
Route non-commitment (per trip) .....	\$5.00

When no fee for service has been established, the hourly rate per agency representative will apply.

