

"Placerville, a Unique Historical Past Forging into a Golden Future"

City Manager's Report
June 24, 2014 City Council Meeting
Prepared by: Nathan Stong, City Engineer



Item #: 8.10

Subject: Adopt a Resolution approving Program Supplement Agreement No. N016-N with the State of California Department of Transportation for Administering Agency-State Agreement for Federal-Aid Projects No. 03-5015R which defines the terms of the federal appropriation funding for the Broadway Crosswalks Improvement Project (CIP #41506) and authorizing the City Manager to execute the same.

Background: The Broadway Crosswalks Improvement Project (CIP #41506) is a project to improve the three midblock crosswalks on Broadway between Carson Road and Schnell School Road and the crosswalks at Carson Road and Schnell School Road intersection. In July 2013 an application was submitted for funding for design and construction from the federal Highway Safety Improvements Program (HSIP). In November 2013 the City was awarded \$213,500 in federal funds toward a \$245,600 total project cost. In May of this year, the El Dorado County Transportation Commission (EDCTC) voted to fund the local match portion of \$32,100 in Transportation Development Act (TDA) Local Bicycle/Pedestrian funds and also supplemented the project funding with an additional \$15,000 in TDA funds for signing and striping bicycle lanes between Blairs Lane and Schnell School Road. A summary of funding is as follows:

HSIP	\$ 213,500
TDA (local match)	32,100
TDA (bike lanes)	15,000
<u>Total</u>	<u>\$260,600</u>

Discussion: On April 14, 2014, the Federal Highway Administration (FHWA) issued their approval (Form E-76) for the obligation of HSIP funds. Caltrans has now sent the attached PSA No. 016-N to Administering Agency-State Agreement No. 03-5015R to the City for execution, which must be executed within 60 days of their May 29, 2014 letter. The PSA defines the City's project-specific requirements under the program such as timely use of funds, non-discrimination, construction contract award procedures, etc.

On May 1, 2014, Staff issued a Request for Proposals for engineering design services and on June 4, 2014 received six proposal packages. Staff is reviewing the proposals and will interview the top firms. Staff anticipates bringing a recommendation for approval of a consulting services agreement with the selected firm to Council at the July 8, 2014 meeting.

Option: Do not approve the Program Supplemental Agreement and not implement the Broadway Crosswalk Improvement Project.

Cost: Other than staff time processing the said agreement, there are no additional costs associated with this action.

Budget Impact: This project is incorporated into the Proposed Fiscal Year 2014/2015 Capital Improvement Program Budget which is in tonight's agenda under a separate cover.


Recommendation: Adopt a Resolution approving Program Supplement Agreement No. N016-N with the State of California Department of Transportation for Administering Agency-State Agreement for Federal-Aid Projects No. 03-5015R which defines the terms of the federal appropriation funding for the Broadway Crosswalks Improvement Project (CIP #41506) and authorizing the City Manager to execute the same.



Nathan Stong, City Engineer



Pierre Rivas, Development Services Director



M. Cleve Morris, City Manager

ATTACHMENTS:
Resolution
Program Supplement Agreement No. 016-N

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PLACERVILLE APPROVING A PROGRAM SUPPLEMENT AGREEMENT NO. 016-N WITH THE STATE OF CALIFORNIA DEPARTMENT OF TRANSPORTATION FOR THE BROADWAY CROSSWALKS IMPROVEMENT PROJECT (CIP #41506) AND AUTHORIZING THE CITY MANAGER TO EXECUTE SAME

WHEREAS, the City of Placerville established a CIP project (No. 41506) to improve the crosswalks on Broadway from Carson Road to Schnell School Road; and

WHEREAS, funding for the project has been programmed from the federal Highway Safety Improvement Program (HSIP), with local match funding from the El Dorado County Transportation Commission Transportation Development Account Article 3 Bicycle/Pedestrian Funds; and

WHEREAS, a Program Supplement Agreement between the City and the State of California Department of Transportation is needed and requires approval by the City Council for execution.

NOW THEREFORE, BE IT RESOLVED, that the City Council of the City of Placerville does hereby approve Program Supplement Agreement No. 016-N with the State of California Department of Transportation to Administer Agency-State Agreement No. 03-5015R which defines the terms of the federal Highway Safety Improvement Program (HSIP) funding for the Broadway Crosswalks Improvement Project (CIP # 41506) authorize the City Manager to execute the same.

The foregoing Resolution was introduced at a regular meeting of the City Council of the City of Placerville held on June 24, 2014, by Councilmember _____ who moved its adoption. The motion was seconded by Councilmember _____. The motion was passed by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Carl Hagen

ATTEST:

Susan Zito, CMC, City Clerk

PROGRAM SUPPLEMENT NO. N016
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR FEDERAL-AID PROJECTS NO 03-5015R

Adv Project ID **Date:** May 21, 2014
0314000129 **Location:** 03-ED-0-PLCR
Project Number: HSIPL-5015(025)
E.A. Number:
Locode: 5015

This Program Supplement hereby adopts and incorporates the Administering Agency-State Agreement for Federal Aid which was entered into between the Administering Agency and the State on 04/04/07 and is subject to all the terms and conditions thereof. This Program Supplement is executed in accordance with Article I of the aforementioned Master Agreement under authority of Resolution No. _____ approved by the Administering Agency on (See copy attached).

The Administering Agency further stipulates that as a condition to the payment by the State of any funds derived from sources noted below obligated to this PROJECT, the Administering Agency accepts and will comply with the special covenants or remarks set forth on the following pages.

PROJECT LOCATION:

On Broadway between Mosquito Rd and Schnell School Rd

TYPE OF WORK: Install speed feedback signs, lights, warning signs; Upgrade **LENGTH:** 0.0(MILES)
crosswalks

Estimated Cost	Federal Funds		Matching Funds	
	LS30		LOCAL	OTHER
\$59,333.00	\$53,400.00		\$5,933.00	\$0.00

CITY OF PLACERVILLE

STATE OF CALIFORNIA
Department of Transportation

By _____
Title _____
Date _____
Attest _____

By _____
Chief, Office of Project Implementation
Division of Local Assistance
Date _____

I hereby certify upon my personal knowledge that budgeted funds are available for this encumbrance:

Accounting Officer  **Date** 5/22/14' \$53,400.00

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

SPECIAL COVENANTS OR REMARKS

1. ADMINISTERING AGENCY agrees that it will only proceed with work authorized for specific phase(s) with an "Authorization to Proceed" and will not proceed with future phase(s) of this project prior to receiving an "Authorization to Proceed" from the STATE for that phase(s) unless no further State or Federal funds are needed for those future phase(s).
2. Any State and Federal funds that may have been encumbered for this project are available for disbursement for limited periods of time. For each fund encumbrance the limited period is from the start of the fiscal year that the specific fund was appropriated within the State Budget Act to the applicable fund Reversion Date shown on the State approved project finance letter. Per Government Code Section 16304, all project funds not liquidated within these periods will revert unless an executed Cooperative Work Agreement extending these dates is requested by the ADMINISTERING AGENCY and approved by the California Department of Finance.

ADMINISTERING AGENCY should ensure that invoices are submitted to the District Local Assistance Engineer at least 75 days prior to the applicable fund Reversion Date to avoid the lapse of applicable funds. Pursuant to a directive from the State Controller's Office and the Department of Finance; in order for payment to be made, the last date the District Local Assistance Engineer can forward an invoice for payment to the Department's Local Programs Accounting Office for reimbursable work for funds that are going to revert at the end of a particular fiscal year is May 15th of the particular fiscal year. Notwithstanding the unliquidated sums of project specific State and Federal funding remaining and available to fund project work, any invoice for reimbursement involving applicable funds that is not received by the Department's Local Programs Accounting Office at least 45 days prior to the applicable fixed fund Reversion Date will not be paid. These unexpended funds will be irrevocably reverted by the Department's Division of Accounting on the applicable fund Reversion Date.

3. The ADMINISTERING AGENCY will advertise, award and administer this project in accordance with the current published Local Assistance Procedures Manual.
4. Award information shall be submitted by the ADMINISTERING AGENCY to the District Local Assistance Engineer within 60 days of project contract award and prior to the submittal of the ADMINISTERING AGENCY'S first invoice for the construction contract.

Failure to do so will cause a delay in the State processing invoices for the construction phase. Please refer to Section 15.7 "Award Package" of the Local Assistance Procedures Manual.

5. ADMINISTERING AGENCY agrees, as a minimum, to submit invoices at least once every six months commencing after the funds are encumbered for each phase by the execution of this Project Program Supplement Agreement, or by STATE's approval of an applicable Finance Letter. STATE reserves the right to suspend future authorizations/obligations for Federal aid projects, or encumbrances for State funded projects, as well as to suspend invoice payments for any on-going or future project by ADMINISTERING AGENCY if

SPECIAL COVENANTS OR REMARKS

PROJECT costs have not been invoiced by ADMINISTERING AGENCY for a six-month period.

If no costs have been invoiced for a six-month period, ADMINISTERING AGENCY agrees to submit for each phase a written explanation of the absence of PROJECT activity along with target billing date and target billing amount.

ADMINISTERING AGENCY agrees to submit the final report documents that collectively constitute a "Report of Expenditures" within one hundred eighty (180) days of PROJECT completion. Failure of ADMINISTERING AGENCY to submit a "Final Report of Expenditures" within 180 days of PROJECT completion will result in STATE imposing sanctions upon ADMINISTERING AGENCY in accordance with the current Local Assistance Procedures Manual.

6. The Administering Agency shall not discriminate on the basis of race, religion, age, disability, color, national origin, or sex in the award and performance of any Federal-assisted contract or in the administration of its DBE Program Implementation Agreement. The Administering Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of Federal-assisted contracts. The Administering Agency's DBE Implementation Agreement is incorporated by reference in this Agreement. Implementation of the DBE Implementation Agreement, including but not limited to timely reporting of DBE commitments and utilization, is a legal obligation and failure to carry out its terms shall be treated as a violation of this Agreement. Upon notification to the Administering Agency of its failure to carry out its DBE Implementation Agreement, the State may impose sanctions as provided for under 49 CFR Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).
7. As a condition for receiving federal-aid highway funds for the PROJECT, the Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Exclusion List. Exclusions can be found at www.sam.gov.