

PROGRAM SUPPLEMENT NO. N009 Rev. 1
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR FEDERAL-AID PROJECTS NO 08-5083R

Date: June 14, 2011
Location: 08-SBD-0-RDL
Project Number: STPLHSR-5083(011)
E.A. Number: 08-925100 0800000971
Locode: 5083

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 06/29/09 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. 6934 approved by the Administering Agency on April 20, 2010 (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:

Highland Ave/Gary Ln, Cypress Ave/Monterey St, & Lassen St/San Bernardino Ave Intersections

TYPE OF WORK: flashing yellow beacons, curb ramps, sidewalk, pavement markings **LENGTH:** 0.0(MILES)

Estimated Cost	Federal Funds		Matching Funds	
	LS3E	\$316,502.00	LOCAL	OTHER
\$371,669.00	LS30	\$18,000.00	\$37,167.00	\$0.00

CITY OF REDLANDS

By [Signature]
Title MAYOR, CITY OF REDLANDS
Date 7/18/11
Attest [Signature]

STATE OF CALIFORNIA
Department of Transportation

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 Tranessa Lee Date 6/14/11 \$334,502.00

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

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SPECIAL COVENANTS OR REMARKS

1. The ADMINISTERING AGENCY will advertise, award and administer this project in accordance with the current published Local Assistance Procedures Manual.
2. 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).
3. 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 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.

4. 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.).
5. As a condition for receiving federal-aid highway funds for the PROJECT, the

SPECIAL COVENANTS OR REMARKS

Administering Agency certifies that NO members of the elected board, council, or other key decision makers are on the Federal Government Excluded Parties List System (EPLS).

6. 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.

7. 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.

MUNICIPAL UTILITIES & ENGINEERING DEPARTMENT

MEMORANDUM

TO: Sam Irwin, City Clerk

FROM: Rosemary Hoerning, Municipal Utilities & Engineering Director RH

THROUGH: N. Enrique Martinez, City Manager
Dan McHugh, City Attorney

DATE: July 11, 2011

SUBJECT: Request for Mayor's Signature -- Cycle 6 Safe Routes to Schools Sidewalk Project
California Department of Transportation Program Supplement Agreement

Recommendation:

I am recommending the Mayor execute the two attached Program Supplement Agreements for the Cycle 6 Safe Routes to Schools Project.

Background:

This project is federally funded and coordinated through the California Department of Transportation (Caltrans). As part of the funding requirements, the City is also required to execute the attached Program Supplement Agreements. . . The Program Supplement Agreement stipulates invoicing requirements, Disadvantaged Business Enterprise selection criteria etc. The Program Supplement Agreement supplements the Master Agreement between the City of Redlands and Caltrans.

Execution of the Program Supplement Agreement requires the Mayor to endorse both agreements.

Resolution 6934 (attached) allows the Mayor to sign and execute the Program Supplement Agreements.

Please execute and return the attached Program Supplement Agreements back to the Municipal Utilities and Engineering Department, Attention: Fred Mousavipour.

The Mayor signed similar Program Supplement Agreements last week for the Cycle 5 Safe Routes to Schools Projects.

ATTACHMENT:

- (1) 2 agreements to be signed by Mayor
- (2) Copy of Resolution 6934

RH:ew