

**City Of Woodland
City Council Meeting Agenda Summary Sheet**

Agenda Item: Authorize Mayor to sign Resolution #632 – South Woodland Safe Walking Route.	Agenda Item #: <u>Action (J)</u> For Agenda of: <u>April 15, 2013</u> Department: <u>Public Works</u> Date Submitted: <u>April 10, 2013</u>
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Cost of Item:	<u>\$340,525</u>
Amount Budgeted:	<u>\$25K in 2013, rest in 2014</u>
Unexpended Balance:	<u>NA</u>

BARS #: Street Fund
Description: South Woodland Safe Walking Route Study

Department Supervisor Approval: Public Works Department /s/ *Bart Stupp*
Committee Recommendation: Public Works Committee approved moving this project to City Council for approval 2-0 at the April 9th, 2013 Meeting.

- Agenda Item Supporting Narrative (list attachments, supporting documents):**
- 1) Resolution #632
 - 2) South Woodland Safe Walking Route Local Agency Agreement
 - 3) South Woodland Safe Walking Route Project Prospectus
 - 4) South Woodland Safe Walking Route Letter of Understanding for Project Administration
 - 5) January 8, 2013 WSDOT Letter Authorizing Funding
 - 6) South Woodland Safe Walking Route Project Preliminary Engineering Cost Estimate
 - 7) 2012 Safe Routes to School Grant Application Form

Summary Statement/Department Recommendation:

City Councils must pass a resolution or ordinance to obligate federal grant funds for projects and allow the mayor to sign the necessary documents. Resolution #632 authorizes that obligation in addition to approving the South Woodland Safe Walking Route Project to move forward. While funding is still subject to legislature approval in 2013, WSDOT is requesting these agreements be completed prior to July 1, 2013 when the funds would first become available.

Selection of a consultant and design and surveying would begin the fall of 2013. The \$34,000 match required would come from in-kind services and some cash in the 2014 budget. Final design would be completed in 2014 with construction in 2014 as well. No right-of-way is needed for this project.

Staff recommends passage of this resolution. This resolution will allow the mayor to sign the Local Agency Agreement, Project Prospectus, and Letter of Understanding for Project Administration required by the WSDOT so the project can begin.

Local Agency Agreement

Agency City of Woodland
Address PO Box 9
Woodland, WA 98674

CFDA No. 20.205
 (Catalog of Federal Domestic Assistance)
Project No. _____
Agreement No. _____
For OSC WSDOT Use Only

The Local Agency having complied, or hereby agreeing to comply, with the terms and conditions set forth in (1) Title 23, U.S. Code Highways, (2) the regulations issued pursuant thereto, (3) 2 CFR 225, (4) Office of Management and Budget Circulars A-102, and A-133, (5) the policies and procedures promulgated by the Washington State Department of Transportation, and (6) the federal aid project agreement entered into between the State and Federal Government, relative to the above project, the Washington State Department of Transportation will authorize the Local Agency to proceed on the project by a separate notification. Federal funds which are to be obligated for the project may not exceed the amount shown herein on line r, column 3, without written authority by the State, subject to the approval of the Federal Highway Administration. All project costs not reimbursed by the Federal Government shall be the responsibility of the Local Agency.

Project Description

Name South Woodland Safe Walking Route Length 666 Feet
 Termini S. Pekin Avenue

Description of Work

Environmental documentation and preliminary engineering necessary to receive approval for Scott Avenue Reconnection Project. Project will include alternatives analysis, NEPA/SEPA documentation, public outreach, and completion of an IJR if needed.

Type of Work	Estimate of Funding		
	(1) Estimated Total Project Funds	(2) Estimated Agency Funds	(3) Estimated Federal Funds
PE			
<u>90</u> % a. Agency			
b. Other Consultant	61,399.00	6,170.00	55,229.00
c. Other			
Federal Aid Participation Ratio for PE d. State	300.00		300.00
e. Total PE Cost Estimate (a+b+c+d)	61,699.00	6,170.00	55,529.00
Right of Way			
_____ % f. Agency			
g. Other			
h. Other			
Federal Aid Participation Ratio for RW i. State			
j. Total R/W Cost Estimate (f+g+h+i)			
Construction			
k. Contract	246,596.00	24,679.00	221,917.00
l. Other Consultant Services	24,680.00	2,468.00	22,212.00
m. Other Education/Enforcement	7,350.00	735.00	6,615.00
n. Other			
<u>90</u> % o. Agency			
Federal Aid Participation Ratio for CN p. State	200.00		200.00
q. Total CN Cost Estimate (k+l+m+n+o+p)	278,826.00	27,882.00	250,944.00
r. Total Project Cost Estimate (e+j+q)	340,525.00	34,052.00	306,473.00

Agency Official

By _____
 Title Grover B. Laseke
Mayor, City of Woodland

Washington State Department of Transportation

By _____
 Director of Highways and Local Programs
 Date Executed _____

Construction Method of Financing (Check Method Selected)

State Ad and Award

- Method A - Advance Payment - Agency Share of total construction cost (based on contract award)
- Method B - Withhold from gas tax the Agency's share of total construction cost (line 4, column 2) in the amount of \$ _____ at \$ _____ per month for _____ months.

Local Force or Local Ad and Award

- Method C - Agency cost incurred with partial reimbursement
 The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the federal funds obligated, it accepts and will comply with the applicable provisions set forth below. Adopted by official action on
 _____ April 15 _____, 2013 _____, Resolution/Ordinance No. _____ 632 _____

Provisions

I. Scope of Work

The Agency shall provide all the work, labor, materials, and services necessary to perform the project which is described and set forth in detail in the "Project Description" and "Type of Work."

When the State acts for and on behalf of the Agency, the State shall be deemed an agent of the Agency and shall perform the services described and indicated in "Type of Work" on the face of this agreement, in accordance with plans and specifications as proposed by the Agency and approved by the State and the Federal Highway Administration.

When the State acts for the Agency but is not subject to the right of control by the Agency, the State shall have the right to perform the work subject to the ordinary procedures of the State and Federal Highway Administration.

II. Delegation of Authority

The State is willing to fulfill the responsibilities to the Federal Government by the administration of this project. The Agency agrees that the State shall have the full authority to carry out this administration. The State shall review, process, and approve documents required for federal aid reimbursement in accordance with federal requirements. If the State advertises and awards the contract, the State will further act for the Agency in all matters concerning the project as requested by the Agency. If the Local Agency advertises and awards the project, the State shall review the work to ensure conformity with the approved plans and specifications.

III. Project Administration

Certain types of work and services shall be provided by the State on this project as requested by the Agency and described in the Type of Work above. In addition, the State will furnish qualified personnel for the supervision and inspection of the work in progress. On Local Agency advertised and awarded projects, the supervision and inspection shall be limited to ensuring all work is in conformance with approved plans, specifications, and federal aid requirements. The salary of such engineer or other supervisor and all other salaries and costs incurred by State forces upon the project will be considered a cost thereof. All costs related to this project incurred by employees of the State in the customary manner on highway payrolls and vouchers shall be charged as costs of the project.

IV. Availability of Records

All project records in support of all costs incurred and actual expenditures kept by the Agency are to be maintained in accordance with local government accounting procedures prescribed by the Washington State Auditor's Office, the U.S. Department of Transportation, and the Washington State Department of Transportation. The records shall be open to inspection by the State and Federal Government at all reasonable times and shall be retained and made available for such inspection for a period of not less than three years from the final payment of any federal aid funds to the Agency. Copies of said records shall be furnished to the State and/or Federal Government upon request.

V. Compliance with Provisions

The Agency shall not incur any federal aid participation costs on any classification of work on this project until authorized in writing by the State for each classification. The classifications of work for projects are:

1. Preliminary engineering.
2. Right of way acquisition.
3. Project construction.

In the event that right of way acquisition, or actual construction of the road, for which preliminary engineering is undertaken is not started by the closing of the tenth fiscal year following the fiscal year in which the agreement is executed, the Agency will repay to the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).

The Agency agrees that all stages of construction necessary to provide the initially planned complete facility within the limits of this project will conform to at least the minimum values set by approved statewide design standards applicable to this class of highways, even though such additional work is financed without federal aid participation.

The Agency agrees that on federal aid highway construction projects, the current federal aid regulations which apply to liquidated damages relative to the basis of federal participation in the project cost shall be applicable in the event the contractor fails to complete the contract within the contract time.

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR 225 and Office of Management and Budget circulars A-102 and A-133. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR 225 - Cost Principles for State, Local, and Indian Tribal Government, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

1. Project Construction Costs

Project construction financing will be accomplished by one of the three methods as indicated in this agreement.

Method A – The Agency will place with the State, within (20) days after the execution of the construction contract, an advance in the amount of the Agency’s share of the total construction cost based on the contract award. The State will notify the Agency of the exact amount to be deposited with the State. The State will pay all costs incurred under the contract upon presentation of progress billings from the contractor. Following such payments, the State will submit a billing to the Federal Government for the federal aid participation share of the cost. When the project is substantially completed and final actual costs of the project can be determined, the State will present the Agency with a final billing showing the amount due the State or the amount due the Agency. This billing will be cleared by either a payment from the Agency to the State or by a refund from the State to the Agency.

Method B – The Agency’s share of the total construction cost as shown on the face of this agreement shall be withheld from its monthly fuel tax allotments. The face of this agreement establishes the months in which the withholding shall take place and the exact amount to be withheld each month. The extent of withholding will be confirmed by letter from the State at the time of contract award. Upon receipt of progress billings from the contractor, the State will submit such billings to the Federal Government for payment of its participating portion of such billings.

Method C – The Agency may submit vouchers to the State in the format prescribed by the State, in duplicate, not more than once per month for those costs eligible for Federal participation to the extent that such costs are directly attributable and properly allocable to this project. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for Federal participation unless claimed under a previously approved indirect cost plan.

The State shall reimburse the Agency for the Federal share of eligible project costs up to the amount shown on the face of this agreement. At the time of audit, the Agency will provide documentation of all costs incurred on the project.

The State shall bill the Agency for all costs incurred by the State relative to the project. The State shall also bill the Agency for the federal funds paid by the State to the Agency for project costs which are subsequently determined to be ineligible for federal participation (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant’s records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency’s files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and Office of Management and Budget Circular A-133.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation (see Section IX).

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal Office of Management and Budget (OMB) Circular A-133 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$500,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of OMB Circular A-133. Upon conclusion of the A-133 audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State’s billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed the Director of Highways and Local Programs.

X. Traffic Control, Signing, Marking, and Roadway Maintenance

The Agency will not permit any changes to be made in the provisions for parking regulations and traffic control on this project without prior approval of the State and Federal Highway Administration. The Agency will not install or permit to be installed any signs, signals, or markings not in conformance with the standards approved by the Federal Highway Administration and MUTCD. The Agency will, at its own expense, maintain the improvement covered by this agreement.

XI. Indemnity

The Agency shall hold the Federal Government and the State harmless from and shall process and defend at its own expense all claims, demands, or suits, whether at law or equity brought against the Agency, State, or Federal Government, arising from the Agency’s execution,

performance, or failure to perform any of the provisions of this agreement, or of any other agreement or contract connected with this agreement, or arising by reason of the participation of the State or Federal Government in the project, PROVIDED, nothing herein shall require the Agency to reimburse the State or the Federal Government for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Federal Government or the State.

XII. Nondiscrimination Provision

No liability shall attach to the State or Federal Government except as expressly provided herein.

The Agency shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract and/or agreement or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts and agreements. The WSDOT's DBE program, as required by 49 CFR Part 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Agency of its failure to carry out its approved program, the Department may impose sanctions as provided for under 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.).

The Agency hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the rules and regulations of the Secretary of Labor in 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee or understanding pursuant to any federal program involving such grant, contract, loan, insurance, or guarantee, the required contract provisions for Federal-Aid Contracts (FHWA 1273), located in Chapter 44 of the Local Agency Guidelines.

The Agency further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or Local Government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the contract.

The Agency also agrees:

- (1) To assist and cooperate actively with the State in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary of Labor.
- (2) To furnish the State such information as it may require for the supervision of such compliance and that it will otherwise assist the State in the discharge of its primary responsibility for securing compliance.
- (3) To refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally assisted construction contracts pursuant to the Executive Order.
- (4) To carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the State, Federal Highway Administration, or the Secretary of Labor pursuant to Part II, subpart D of the Executive Order.

In addition, the Agency agrees that if it fails or refuses to comply with these undertakings, the State may take any or all of the following actions:

- (a) Cancel, terminate, or suspend this agreement in whole or in part;
- (b) Refrain from extending any further assistance to the Agency under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Agency; and
- (c) Refer the case to the Department of Justice for appropriate legal proceedings.

XIII. Liquidated Damages

The Agency hereby agrees that the liquidated damages provisions of 23 CFR Part 635, Subpart 127, as supplemented, relative to the amount of Federal participation in the project cost, shall be applicable in the event the contractor fails to complete the contract within the contract time. Failure to include liquidated damages provision will not relieve the Agency from reduction of federal participation in accordance with this paragraph.

XIV. Termination for Public Convenience

The Secretary of the Washington State Department of Transportation may terminate the contract in whole, or from time to time in part, whenever:

- (1) The requisite federal funding becomes unavailable through failure of appropriation or otherwise.
- (2) The contractor is prevented from proceeding with the work as a direct result of an Executive Order of the President with respect to the prosecution of war or in the interest of national defense, or an Executive Order of the President or Governor of the State with respect to the preservation of energy resources.
- (3) The contractor is prevented from proceeding with the work by reason of a preliminary, special, or permanent restraining order of a court of competent jurisdiction where the issuance of such order is primarily caused by the acts or omissions of persons or agencies other than the contractor.
- (4) The Secretary determines that such termination is in the best interests of the State.

XV. Venue for Claims and/or Causes of Action

For the convenience of the parties to this contract, it is agreed that any claims and/or causes of action which the Local Agency has against the State of Washington, growing out of this contract or the project with which it is concerned, shall be brought only in the Superior Court for Thurston County.

XVI. Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The approving authority certifies, to the best of his or her knowledge and belief, that:

(1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.

(2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit the Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

(3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed \$100,000, and that all such subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification as a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

Additional Provisions

Prefix	Route	()	Date	4/05/2013
Federal Aid Project Number			Central Contractor Registration Exp. Date	6/12/2013
Local Agency Project Number		(WSDOT Use Only)	Federal Employer Tax ID Number	91-6001533

Agency City of Woodland	Federal Program Title <input checked="" type="checkbox"/> 20.205 <input type="checkbox"/> Other		
Project Title South Woodland Safe Walking Route	Start Latitude N 45 54 4	Start Longitude W122 45 8	
	End Latitude N45 53 34	End Longitude W122 44 52	
Project Termini From -- To S. Pekin	Nearest City Name Woodland	Project Zip Code 98674	
From: To:	Length of Project 666 Lineal Feet of sidewalk	Award Type <input checked="" type="checkbox"/> Local <input type="checkbox"/> Local Forces <input type="checkbox"/> State <input type="checkbox"/> Railroad	
Federal Agency <input checked="" type="checkbox"/> FHWA <input type="checkbox"/> Others	City Number 1470	County Number 08	County Name Cowlitz
			WSDOT Region Southwest Region
Congressional District 3	Legislative Districts 18	Urban Area Number N/A	TMA / MPO / RTPO SWRTPO

Phase	Total Estimated Cost (Nearest Hundred Dollar)	Local Agency Funding (Nearest Hundred Dollar)	Federal Funds (Nearest Hundred Dollar)	Phase Start Date	
				Month	Year
P.E.	\$61,699	\$6,170	\$55,529	October	2013
R/W					
Const.	\$278,826	\$27,882	\$250,944	March	2014
Total	\$340,525	\$34,052	\$306,473		

Description of Existing Facility (Existing Design and Present Condition)	
Roadway Width 32-40 feet	Number of Lanes Two
South Pekin is currently a two lane road with parking on both sides most of the way. Sidewalks exist on the west side of South Pekin except for the areas where the proposed project will add sidewalk.	

Description of Proposed Work
Description of Proposed Work (Attach additional sheet(s) if necessary) Design and construct pedestrian improvements along South Pekin from Davidson to Twin Flower. Pedestrian signals would be installed at the intersection of Davidson and South Pekin. 666 lineal feet of sidewalk would be constructed on the west side of South Pekin to fill in two gaps of sidewalk. This would provide uninterrupted sidewalk from Davidson to City Limits. As part of this project two solar powered flashing speed signs would be installed along South Pekin

Local Agency Contact Person Bart Stepp	Title Public Works Director	Phone 360-225-7999
Mailing Address PO Box 9	City Woodland	State WA
		Zip Code 98674

Project Prospectus Approval	By _____	Approving Authority
	Title <u>Mayor</u>	Date _____

Agency City of Woodland	Project Title South Woodland Safe Walking Route	Date 4/05/2013
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Type of Proposed Work				
Project Type (Check all that Apply)		Roadway Width	Number of Lanes	
<input checked="" type="checkbox"/> New Construction	<input type="checkbox"/> Path / Trail	~ 40'	2	
<input type="checkbox"/> Reconstruction	<input checked="" type="checkbox"/> Pedestrian / Facilities			<input type="checkbox"/> 3-R
<input type="checkbox"/> Railroad	<input type="checkbox"/> Parking			<input type="checkbox"/> 2-R
<input type="checkbox"/> Bridge				<input type="checkbox"/> Other

Geometric Design Data		
Description	Through Route	Crossroad
Federal Functional Classification	<input type="checkbox"/> Urban	<input type="checkbox"/> Principal Arterial
	<input checked="" type="checkbox"/> Rural	<input type="checkbox"/> Minor Arterial
	<input type="checkbox"/> NHS	<input type="checkbox"/> Collector
		<input type="checkbox"/> Major Collector
		<input checked="" type="checkbox"/> Minor Collector
		<input type="checkbox"/> Local Access
Terrain	<input checked="" type="checkbox"/> Flat <input type="checkbox"/> Roll <input type="checkbox"/> Mountain	<input type="checkbox"/> Flat <input type="checkbox"/> Roll <input type="checkbox"/> Mountain
Posted Speed	25	
Design Speed	25	
Existing ADT	1,500	
Design Year ADT	4,725	
Design Year	2025 - From 2008 Transportation Plan	
Design Hourly Volume (DHV)	675	

Performance of Work		
Preliminary Engineering Will Be Performed By Consultant	Others 100 %	Agency 0 %
Construction Will Be Performed By Contractor	Contract 100 %	Agency 0 %

Environmental Classification
<input type="checkbox"/> Final <input checked="" type="checkbox"/> Preliminary
<input type="checkbox"/> Class I - Environmental Impact Statement (EIS)
<input type="checkbox"/> Project Involves NEPA/SEPA Section 404 Interagency Agreement
<input checked="" type="checkbox"/> Class II - Categorical Excluded (CE)
<input type="checkbox"/> Projects Requiring Documentation (Documented CE)
<input type="checkbox"/> Class III - Environmental Assessment (EA)
<input type="checkbox"/> Project Involves NEPA/SEPA Section 404 Interagency Agreement

Environmental Considerations

This project consists of design and construction of 666 lineal feet of sidewalk. Most of the sidewalk will be constructed on existing paved shoulder so the increase in impervious surfaces as part of this project should be minimal. Project will meet the stormwater code of the City of Woodland. No critical areas will be impacted by project so a critical areas permit is not required. One section of new sidewalk is within 200' of the shoreline for Horseshoe Lake so a shoreline permit will be required. New pedestrian signals and signage will not trigger any environmental permits.

Agency City of Woodland	Project Title South Woodland Safe Walking Route	Date 4/05/2013
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Right of Way		
<input checked="" type="checkbox"/> No Right of Way Required * All construction required by the contract can be accomplished within the existing right of way.	<input type="checkbox"/> Right of Way Required <input type="checkbox"/> No Relocation	<input type="checkbox"/> Relocation Required

Description of Utility Relocation or Adjustments and Existing Major Structures Involved in the Project

No Right of Way is required for this project, the City will complete the project within existing ROW. City believes they can complete the project without utility adjustments but design still needs to be completed to verify no utility relocation impacts.

FAA Involvement Is any airport located within 3.2 kilometers (2 miles) of the proposed project?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
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Remarks

Project will not affect local airport.

This project has been reviewed by the legislative body of the administration agency or agencies, or it's designee, and is not inconsistent with the agency's comprehensive plan for community development.

Agency City of Woodland

Date _____

By _____
 Mayor/Chairperson

Letter of Understanding for Project Administration

April 8, 2013

City of Woodland
230 Davidson Ave
Woodland WA 98674

F.A. No. unassigned
South Woodland Safe Walking Route
Letter of Understanding for Project Administration

Attn.: Grover Laseke
Mayor

Dear Mr. Laseke:

Washington State Department of Transportation Highways & Local Programs (Local Programs) is to define, for projects utilizing Federal funding, the responsibilities for grant administration, consultant selection, consultant agreements, development of plans, specifications, and estimate, environmental documents, acquisition of right of way, advertisement, award and execution of contract, and construction administration including but not limited to inspection, change orders and final project documentation.

The City of Woodland (AGENCY), operating under an extension of Local Programs Certification Acceptance (CA) authority, shall administer this project entirely in accordance with the Local Agency Guidelines (LAG), this Letter of Understanding (LOU) and direction as provided by the Local Programs Engineer (LPE). Failure to comply with the LAG, this LOU or the direction of the LPE may result in loss or repayment of Federal funds.

- 1) The STATE and the AGENCY have designated CA managers as shown below:

STATE
WA State Department of Transportation
Ken Hash, Local Programs Engineer
11018 NE 51st Circle
Vancouver WA 98682
(360) 905-2215
Hashk@wsdot.wa.gov

AGENCY
City of Woodland
Bart Stepp, Public Works Director
300 East Scott Avenue
Woodland, WA 98674
(360) 225-7999
SteppB@ci.woodland.wa.us

All formal submittals outlined herein, either from the STATE or the AGENCY, will be sent through the designated CA Manager.

- 2) All costs that exceed the amounts authorized in the Local Agency Agreement shall be the responsibility of the AGENCY.

Letter of Understanding for Project Administration

- 3) The AGENCY shall obtain written approval from the LPE for the solicitation and subsequent selection process of a Consulting firm for Preliminary Engineering, Right of Way and Construction Engineering or other Professional services. In addition, the AGENCY shall obtain written approval from the LPE of the Consulting Engineering Agreement prior to execution per LAG chapter 31.
- 4) Contract plans, specifications and cost estimates (PS&E) shall be prepared in accordance with the LAG to conform to the current State of Washington Standard Specifications for Road, Bridge and Municipal Construction, including Local Agency (APWA) GSPs, and amendments thereto, and adopted design standards. The LPE will review and approve in writing the PS&E for compliance with the LAG.
- 5) A Professional Engineer licensed in the State of Washington must stamp any requested deviation from legally required design standards. The AGENCY shall submit any requested design deviation to the LPE for further processing and approval.
- 6) The AGENCY shall be responsible for all required environmental documentation (SEPA and NEPA) and shall submit NEPA documentation to the LPE for further processing and approval per LAG chapter 24. The AGENCY shall be responsible for obtaining all required permits and approvals.
- 7) No Right of Way (R/W) action shall proceed until the AGENCY obtains approval from the LPE and contacts the Local Agency Right of Way Coordinator. The AGENCY shall follow current R/W procedures as described in LAG chapter 25. All acquisitions of R/W including construction easements, donations, permits, etc. shall be certified by the AGENCY and the STATE.
- 8) The AGENCY shall forward the proposed advertisement for bids to the LPE for approval. Upon written approval, the AGENCY may begin advertisement for bids per LAG chapter 46.
- 9) Any pre-award issues affecting the quality and timing of the contract shall be resolved by the AGENCY under the direction of the LPE. Any required addenda to the contract documents shall be approved by the LPE.
- 10) The AGENCY shall notify the LPE of the Bid Opening date and time. The AGENCY shall transmit to the LPE, the Engineer's Estimate and Bid Tabulations along with the complete Bid Packages of the apparent three (3) lowest bidders. Upon approval by the LPE, the AGENCY may Award the Contract to the lowest responsive bidder per LAG chapter 46.
- 11) Upon the AGENCY's execution of the contract for construction, the AGENCY shall administer and inspect the Project in accordance with the contract documents, WSDOT Standard Specifications for Road Bridge and Municipal Construction, the WSDOT Construction Manual, and all applicable State and Federal laws per LAG chapter 52.

Letter of Understanding for Project Administration

- 12) Any change to the contract shall be documented by Change Order as defined in the current edition of the WSDOT Standard Specifications for Road, Bridge and Municipal Construction Section 1-04.4. The AGENCY Project Manager shall initiate, negotiate, and document all Change Orders. Prior to obtaining the contractor signature the AGENCY Project Manager shall provide a copy of the Change Order to the LPE for review. The Change Order shall be sent to the LPE for final signature.

- 13) The AGENCY shall request the LPE to inspect the project prior to providing the “punch list” to the Contractor per LAG chapter 53.

Signature below constitutes concurrence with this Letter of Understanding.

CITY OF WOODLAND

STATE OF WASHINGTON
DEPARTMENT OF TRANSPORTATION

By: _____
Grover Laseke
Mayor

By: _____
Ken Hash, P.E.
Local Programs Engineer

Date: _____

Date: _____



**Washington State
Department of Transportation**
Paula J. Hammond, P.E.
Secretary of Transportation

Transportation Building
310 Maple Park Avenue S.E.
P.O. Box 47300
Olympia, WA 98504-7300

January 8, 2013

360-705-7000
TTY: 1-800-833-6388
www.wsdot.wa.gov

Mr. Bart Stepp
Public Works Director
City of Woodland
PO Box 9
Woodland, WA 98674

**2013 Safe Routes to School Program
State Funding**

Dear Mr. Stepp:

WSDOT is pleased to advise you that the following project was recently selected to receive state funding through the Safe Routes to School program. The state funding is limited to the amount shown below, and is subject to approval by the 2013 State Legislature:

South Woodland Safe Walking Route **\$306,473**

Scope: See Project Summary (attached)

Note: These funds are contingent on the local commitment of \$34,052 made in the grant application.

In order to meet state requirements, the following are required:

- Regionally significant projects utilizing state funds must be included in your current Transportation Improvement Program (TIP) as a complete programmed project. Once your regional TIP amendment is approved, WSDOT will amend the Statewide Transportation Improvement Program (STIP).
- Preliminary Engineering (PE) must be obligated in accordance with the project summary (attached) or the funds will be reprogrammed to other priority Safe Routes to School projects.
- If the project does not meet the scheduled construction award date in the project summary (attached), your agency can request an extension to the deadline through your Region Local Programs Engineer via e-mail for H&LP to determine if the reason or reasons for the delay is acceptable. See the Project Delivery Policy for more information at: <http://www.wsdot.wa.gov/NR/rdonlyres/82B45F5A-C262-403E-ABF7-7E4EFA8F01ED/0/ProjectDeliveryPolicy.pdf>
- Projects cannot be authorized until after July 1, 2013.
- Project expenditures incurred before receiving notice from H&LP of state fund authorization are not eligible for reimbursement.

Bart Stepp
Public Works Director
City of Woodland
2013 Safe Routes to School Program
State Funding
January 8, 2013

- To maintain funding, a Quarterly Project Report form must be completed by the end of March, June, September and December each year. The online database can be found at: <http://www.wsdot.wa.gov/localprograms/>. To access the database you will need an account name and password. Your account name is **Woodland** and your password is **Wood1585**. The password is case sensitive.

To authorize funding for the project, please refer to the information above and your Local Agency Guidelines (LAG) manual for additional information. As a reminder, H&LP encourages all agencies to submit monthly progress billings to ensure timely reimbursement of eligible federal expenditures.

For assistance please contact Ken Hash, your Region Local Programs Engineer, at 360-905-2215.

Sincerely,



Kathleen B. Davis
Director
Highways & Local Programs

Enclosure

KBD:sas

cc: Ken Hash, Southwest Region Local Programs Engineer

START LAT: 45.900989, 45°54'4"
LONG: 122.752193, 122°45'8"
END LAT: 45.892861, 45°53'34"
LONG: 122.747751, 122°44'52"

Project Summary

Program: Safe Routes to School

Date: December 2012

Agency: City of Woodland

Project Title: South Woodland Safe Walking Route

Project Description: The project includes sidewalk, curb, gutter, crossing improvements, crossing guards, and walking school bus program.

Detailed Project Description:

1. Construct 666 linear feet of 5 ft. wide sidewalk, curb, and gutter where there are gaps in the sidewalk on 5th St from the north corner of Lilac Gardens south and onto S Pekin Rd, to the existing sidewalk north of Whalen Rd.
2. Install solar powered, pedestrian activated flashing crosswalk signs or HAWK signal at 5th St and Davidson Ave.
3. Implementation of crossing guard and walking school bus program.

Project Schedule:

Education/Encouragement	11/2014
Enforcement	10/2014
Begin Design	10/2013
Environmental Documents Approved	01/2014
Right-of-Way Approved	01/2014
Estimated Contract Ad	03/2014
Estimated Contract Award Date	06/2014
Open to Traffic	09/2014

Project Cost and Award Amount:

Phase	Total Project Cost	Amount Requested	Amount Awarded
Preliminary Engineering		\$52,327	\$52,327
Right-of-Way		\$0	\$0
Construction		\$246,796	\$246,796
Education/Encouragement		\$7,350	\$7,350
Enforcement		\$0	\$0
Total	\$340,525	\$306,473	\$306,473

2013 Woodland Safe Routes to Schools Project

Date Printed:

3/4/2013

Conceptual Opinion of Cost for installing sidewalk on S. Pekin and flashing crosswalk signs on Davidson.

Prepared for: City of Woodland, WA

Prepared by: Bart Stepp, PE, Public Works Director

Item #	Description	Unit	Unit Price	Contract Quantity	Contract Total
1	MOBILIZATION	LS	\$ 13,000.00	1	13,000.00
2	SPCC PLAN	LS	\$ 500.00	1	500.00
3	TCP/ PROPERTY OWNER AGREEMENT WORK	LS	\$ 1,000.00	1	1,000.00
4	PROJECT TEMPORARY TRAFFIC CONTROL	LS	\$ 1,000.00	1	1,000.00
5	TRAFFIC CONTROL SUPERVISOR	LS	\$ 300.00	1	300.00
6	FLAGGERS AND SPOTTERS	Hours	\$ 50.00	60	3,000.00
7	CONSTRUCTION SIGNS CLASS A	SF	\$ 10.00	90	900.00
8	CLEARING AND GRUBBING	LS	\$ 2,500.00	1	2,500.00
9	ROADSIDE CLEANUP	LS	\$ 2,500.00	1	2,500.00
10	REMOVAL OF STRUCTURE AND OBSTRUCTION	LS	\$ 2,500.00	1	2,500.00
11	SAWCUT	LF	\$ 2.00	675	1,350.00
12	ROADWAY EXCAVATION INCL. HAUL	CY	\$ 19.00	150	2,850.00
13	GRAVEL BORROW INCLUDING HAUL	CY	\$ 15.00	270	4,050.00
14	ROAD APPROACH SUBGRADE PREPARATION	CY	\$ 40.00	33	1,320.00
15	TRIMMING AND CLEANUP	LS	\$ 2,500.00	1	2,500.00
16	CRUSHED SURFACING BASE COURSE	TN	\$ 15.00	210	3,150.00
17	HMA CL. 1/2 PG 64-22	TN	\$ 100.00	70	7,000.00
18	HMA FOR APPROACH CL 1/2 PG 64-22	TN	\$ 115.00	30	3,450.00
19	ESC LEAD	Day	\$ 30.00	30	900.00
20	CHECK DAM	EA	\$ 10.00	4	40.00
21	INLET PROTECTION	EA	\$ 75.00	5	375.00
22	SILT FENCE	LF	\$ 1.75	700	1,225.00
23	CURB AND GUTTER	LF	\$ 15.00	670	10,050.00
24	CONCRETE SIDEWALK	SY	\$ 45.00	300	13,500.00
25	CEMENT CONCRETE DRIVEWAY ENTRANCE	SY	\$ 55.00	80	4,400.00
26	FLASHING PEDESTRIAN SIGNS OR HAWK SIGNAL	EA	\$ 110,000.00	1	110,000.00
27	SOLAR FLASHING SPEED SIGNS	EA	\$ 15,000.00	2	30,000.00
28	PERMANENT SIGNING	LS	\$ 1,000.00	1	1,000.00
Subtotal					224,360.00
Contingencies @ 10%					\$22,436.00
Amount Due					\$246,796.00

Professional Services

Design Surveying (5% of Construction Cost)	\$ 12,339.80
Design Engineering (20% of Construction Cost)	\$ 49,359.20
Construction Staking (4% of Construction Cost)	\$ 9,871.84
Construction Engineering and Administration (6% of Construction Cost)	\$ 14,807.76
Subtotal Professional Services	\$ 86,378.60
Grand Total Entire Project	\$333,174.60

GRANT INFORMATION	
GRANT ELIGIBLE COSTS:	\$ 333,174.60
SAFE ROUTES TO SCHOOLS GRANT (90% OF COSTS):	\$ 299,857.14
CITY MATCH OF 10%:	\$ 33,317.46

Notes:

1. Project includes installing new sidewalk along S. Pekin in front of the Lilac Gardens and between Windflower and Twin Flower Road.
2. Project would also include installation of two flashing pedestrian signs or Hawk Signals on Davidson at the intersection with 5th Street.
3. Unit prices assume construction would occur in 2014.
4. Match is not required but matching money does increase your ranking and chances of receiving funds so I have proposed a 10% match.

Bart Stepp

11/7/2012

Bart Stepp, PE Public Works Director Date

**2012 Safe Routes to School
Grant Application Form**



**Washington State
Department of Transportation**

Project Title and Location: *South Woodland Safe Walking Route*

School(s) Name and Address: *Woodland Primary School and Woodland Middle School*

School District: *Woodland School District*

Number of children that live with-in two miles of the school: 451

Number of children that get to the target school(s) by:

Walking: 48 Biking: 6 School Bus: 426 Family Vehicle: 298 Carpool: 15 Transit: 0 Other 0
(Use the [Student Travel Tally](#) to collect this information. **Submit the tally sheets with the application.**)

Is this project in your local TIP? Yes.

Lead Agency and Project Manager

Lead Agency Name: City of Woodland

Project Manager: Bart Stepp, PE

Title: Public Works Director

Address:

Public Works Department
PO Box 9
300 E Scott Avenue
Woodland, WA 98674

Phone: 360-225-7999

Fax: 360-225-7467

E-mail: steppb@ci.woodland.wa.us

State Legislative District #: 18

Grant Request and Total Project Cost:

Engineering/Infrastructure \$ 333,175

Education/Encouragement \$ 7,350

Enforcement \$ 0

Total Request \$ 306,473

Match/In-kind \$ 34,052

Total Project Cost \$ 340,525

While not quantified, the School District is proposing to use staff and volunteers for education/encouragement components.

Project Description (Use one sentence to list activities for each element of the project.)

Engineering: The proposal is to construct 666 linear feet of sidewalk, curb, and gutter that will fill existing sidewalk gaps; install two flashing crosswalk signs or Hawk Signals at an unsignalized two-way stop intersection; and install two solar powered flashing speed signs that flash the speeds of oncoming motorists.

Education/Encouragement: The proposal is to implement a walking school bus program and a crossing guard program that will complement new sidewalk and crossing infrastructure.

Enforcement: The Woodland Police Department will work with the School District to identify if patrols along the safe walking route are adequate.

Recent Progress (Describe any efforts or portions of the project that have been completed or are underway. Summarize project delivery status, include methods used to determine cost estimates and information about steps that have been taken to obtain right of way and/or public support for the project.)

PAST EFFORTS

This proposal would create a complete sidewalk network from housing developments in South Woodland to the Woodland Primary and Middle Schools. During the summer of 2011, the City of Woodland built 300 linear feet of sidewalk along the same route. This proposal would close all remaining gaps creating a complete sidewalk network. As part of the 2011 sidewalk project, the City collected survey information that will help inform the design surveying of this project.

PROJECT SUPPORT

Efforts have been taken to ensure project support before submitting for grant funding. Two property owners would be impacted by this proposal. City staff met with all property owners onsite to discuss the grant opportunity, timelines, and likely impacts to their properties. The City is committed to working with property owners to mitigate impacts and ensure project support.

Project selection was a joint effort between the Woodland School District and the City. On March 26, 2012, the Woodland School District Board of Directors signed a letter of support for the grant application. Then, on April 2, 2012, the City Council showed their support by voting to approve the grant application.

COST ESTIMATES

Engineering and infrastructure cost estimates assume that construction would occur in 2014. The infrastructure cost estimate is based on calculating quantities of materials and using local bid prices of quantities to calculate price.

PROJECT SCHEDULE AND COST SUMMARY SECTION

Project Element	Scheduled	Amount
Education/Encouragement	Fall 2014	\$7,350.00
Enforcement	August – October 2014 (if needed)	\$0
Project Definition (agreement signed)*	July 2013	\$0
Begin PE*	October 2013	\$85,679
Environmental Docs Approved*	January 2014	\$700
ROW Complete (certification)*	January 2014	\$0
Contract Advertised*	March 2014	\$246,796
Open to Public (operationally complete)*	September 2014	\$0

Project Cost Summary (grant request only) Note applicable costs	Dollars in thousands	Percent of total	2013-15 Cash Flow (expenditures billed to WSDOT):
Engineering:			<u>Date</u> <u>Planned</u>
Preliminary Engineering	\$52.327	17.1%	9/13 \$ _____
Right-of-Way	\$0	0%	12/13 \$ 52,327 _____
Construction	\$246.796	80.5%	3/14 \$ _____
Operations/Services	\$0	0%	6/14 \$ 246,796 _____
			9/14 \$ _____
Education/Encouragement Program	\$7.35	2.4%	12/14 \$ 7,350 _____
			3/15 \$ _____
Enforcement Program	\$0	0%	6/15 \$ _____
			Total 09-15 \$ 306,473 _____
Total Grant Request:	\$306.473	100%	<i>Est. Re-appropriation</i> \$ _____
			<i>Future Biennium</i> \$ _____
			TOTAL \$ 306,473 _____

* Follow general federal eligibility guidance for projects including construction.

Target Location Details Section

Type of School (Check schools that apply):

Kindergarten _____

Primary School x

Middle School x

High School _____

Grades targeted K-3 and 7-8

Current Conditions. Describe the current conditions (e.g., existing roadway conditions, speed, risk factors).

Proposed improvements are for 5th Street which transitions into South Pekin Road as it travels south through Woodland. 5th Street/South Pekin is a two-way road with posted travel speeds of 20 to 25 mph.

South Pekin is a minor, north-south arterial that skirts the west side of Horseshoe Lake. Horseshoe Lake is one of Woodland’s natural amenities and South Pekin is part of a popular walking loop that circles the lake. This, in combination with a significant amount of new single-family and multi-family housing built in the past decade off of South Pekin, has resulted in increased pedestrian traffic. Sidewalks constructed in association with newer developments have helped grow the city’s sidewalk network. However, gaps in front of older properties still exist. Where sidewalk gaps exist, pedestrians are forced to walk on the road’s shoulder.

This proposal includes the installation of two flashing crosswalk signs or Hawk Signals at an unsignalized, two-way stop intersection at Davidson Avenue and 5th Street. Davidson Avenue runs east-west through historic downtown Woodland. It is Woodland’s historic “Main Street” and is categorized as a major arterial by the City of Woodland. At the Davidson Avenue/5th Street intersection, north-south traffic has stop signs while travelers moving east or west on Davidson have the right of way. While cross-walks are marked at all four sides of the intersection, east-west traffic often fails to yield to waiting pedestrians.

We also will install two solar powered flashing speed signs that flash the speeds of oncoming motorists. In addition to alerting motorists about their speed, these signs help slow speeders and can provide data to law enforcement about when the worst speed issues are occurring.

Currently, primary and middle school children living in South Woodland do not have a continuous sidewalk network to walk safely to and from school. Although the majority of housing in South Woodland is within 0.5 mile of the schools, many children ride the bus. The School District is hopeful that the successful completion of this project will increase the number of school children walking to school and eliminate the need for one school bus.

Distance from project site to target school. (Please check):

Less than ¼ mile x

¼ to 1 mile x

1 to 2 miles _____

Comments: This proposal includes three improvements at different distances from the target schools. The proposed crossing improvement is 0.1 mile from the primary school. The sidewalk gap furthest from the target schools is 0.7 mile from the primary school.

Operating speed (85th percentile):

Speed studies have not been done to determine the 85th percentile for South Pekin or Davidson.

Posted Travel Speed at project site location. (Please check):

45 mph and above _____

30-35 mph _____

25 mph x

20 mph x

Distance from project site to vehicle/bike or vehicle/pedestrian crash location - 2009 to present. (Please indicate number of crashes):

Current crossing accommodations between project site and school. (Please indicate number for all that apply):

None: NA

Describe the proposed education improvement (include details of the management plan for this element):

A crossing guard and walking school bus program will be established to encourage walking and increase pedestrian safety. Crossing guards will be located at Davidson Avenue and 5th Street and at Bozarth and 5th Streets. Possible walking school bus pick-up locations have been identified along and nearby the safe route. Crossing guards will be property equipped, trained and certified. Trainings and certifications being explored by the School District include anti-bullying training, flagging certification, "right response" training, walking school bus training, crossing guard and traffic control training, first aid, and CPR.

Describe the proposed enforcement improvement (include details of the management plan for this element):

The Woodland Police Department will coordinate with the School District to address any need for additional patrols of the safe walking route before and after school.

Implementation and Partnerships: Discuss steps that have been done to prepare for project implementation:

In late February, the School District and City met to discuss the grant opportunity and to discuss roles and responsibilities. Project selection was jointly agreed upon at this meeting. In early March, two staff people from the City and one from the School District attended the webinar. On March 26, 2012, the grant opportunity and project proposal were presented to the Woodland School District Board of Directors. At this meeting the Directors signed a letter in support of the grant application. Then, on April 16, 2012, the City Council showed their support by voting to approve the grant application.

How will the project partners coordinate their efforts on the different components of the project?

The City is the lead agency and project manager for the proposal. If awarded funds, the City will be responsible for all aspects of infrastructure design and construction. The City will also be responsible for quarterly reports and coordinating getting information from the School District. The District is taking responsibility for implementing the education and encouragement components proposed, for conducting student surveys, and for helping the City gather needed information for reporting purposes.

APPLICATION CONCURRENCE/PROJECT PARTNERS	
School Principal/School District Official	
Agency: Woodland School District Contact Name: Michael Green Title: Superintendent Address: 800 3 rd Street, Woodland, WA 98674 Email: greenm@woodlandschools.org Phone: 360-841-2700	Date: April 2012
Transportation/Public Works Department – Infrastructure Approving Authority	
Agency: City of Woodland, Public Works Department Contact Name: Bart Stepp, PE Title: Public Works Director Address: PO Box 9, 300 E Scott Avenue, Woodland, WA 98674 Email: steppb@ci.woodland.wa.us Phone: 360-225-7999	Date: April 2012
Local Law Enforcement Official	
Agency: City of Woodland, Police Department Contact Name: Chief Rob Stephenson Title: Police Chief Address: PO Box 9, 100 Davidson Avenue, Woodland, WA 98674 Email: stephensonr@ci.woodland.wa.us Phone: 360-225-6965	Date: April 2012
Other Key Partner	
Agency/Organization: Contact Name: Title: Address: Email: Phone:	Date
WSDOT Region Administrator (if project is on a State Route)	
WSDOT Region: Region Administrator: Address: Email: Phone:	Date

RESOLUTION NO. 632

A RESOLUTION of the City Council of the City of Woodland approving the South Woodland Safe Walking Route Project.

WHEREAS, the Washington State Department of Transportation selected the South Woodland Safe Walking Route Project for \$306,473 in State Funding as part of their Safe Routes to School Program; and

WHEREAS, the City received a January 8, 2013 letter from the Washington State Department of Transportation stating that a local match of \$34,052 was required to receive the \$306,473 in funding; and

WHEREAS, the Public Works Committee approved on April 9, 2013 to forward to City Council for approval of the South Woodland Safe Walking Route Project; and

WHEREAS, a letter of understanding for Project Administration needs to be signed between the City of Woodland and the Highways and Local Programs division of the Washington State Department of Transportation; and

WHEREAS, a resolution passed by the City Council is required to allow the City of Woodland to sign the Local Agency Agreement with the Washington Department of Transportation which allows for obligation of the \$306,473 in funding.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WOODLAND that the Mayor has been authorized to sign the Local Agency Agreement, Local Agency Federal Aid Project Prospectus, and Letter of Understanding for Project Administration for the Washington State Department of Transportation in order to obligate the \$306,473 in allocated funds and begin the project.

PASSED this 15th day of April, 2013.

CITY OF WOODLAND

ATTEST:

Grover B. Laseke, Mayor

Mari E. Ripp, Clerk/Treasurer

APPROVED AS TO FORM:

William Eling, City Attorney