

**SUBMITTAL TO THE BOARD OF SUPERVISORS
COUNTY OF RIVERSIDE, STATE OF CALIFORNIA**



ITEM
3.19
(ID # 8760)

MEETING DATE:

Tuesday, January 29, 2019

FROM : RUHS-PUBLIC HEALTH:

SUBJECT: RIVERSIDE UNIVERSITY HEALTH SYSTEM-PUBLIC HEALTH: Ratify and Approve Program Supplement No. S04 to Administrating Agency-State Agreement for State Funded Projects No. 00010S, Project Number ATPSB1NI-5956(268) with the State of California Department of Transportation for Active Transportation Project - City of Lake Elsinore, District 1. [\$625,000 – 75% State Funds and 25% Local Funds]

RECOMMENDED MOTION: That the Board of Supervisors:

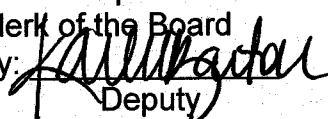
1. Ratify and approve Program Supplement No. S04 to Administrating Agency-State Agreement for State Funded Projects No. 00010S, Project Number ATPSB1NI-5956(268) with the State of California Department of Transportation (CalTrans) for Active Transportation Project (ATP) – City of Lake Elsinore (Agreement) in the amount of \$625,000 for the period of performance of July 1, 2018 through June 30, 2020;
2. Authorize the Chairman of the Board of Supervisors to execute the Agreement on behalf of the County of Riverside; and
3. Authorize the Director of Public Health, or designee, to take all steps necessary to implement the Agreement, including, but not limited to, signing subsequent amendments that do not change the substantive terms of the Agreement, and signing all certifications, assurances, reports, or other related documents required by CalTrans ATP, subject to County Counsel approval.

ACTION: Policy

MINUTES OF THE BOARD OF SUPERVISORS

On motion of Supervisor Hewitt, seconded by Supervisor Perez and duly carried by unanimous vote, IT WAS ORDERED that the above matter is approved as recommended.

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None
Date: January 29, 2019
xc: RUHS-Public Health

Kecia Harper
Clerk of the Board
By: 
Deputy

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FINANCIAL DATA	Current Fiscal Year:	Next Fiscal Year:	Total Cost:	Ongoing Cost
COST	\$ 312,500	\$ 312,500	\$ 625,000	\$ 0
NET COUNTY COST	\$ 0	\$ 0	\$ 0	\$ 0
SOURCE OF FUNDS: 75% State Funds and 25% Local Funds			Budget Adjustment: No	
			For Fiscal Year: 18/19-19/20	

C.E.O. RECOMMENDATION: Approve

BACKGROUND:

Summary

The County of Riverside Department of Public Health-Injury Prevention Services (IPS) received funding from CalTrans to establish a Safe Routes to School (SRTS) Program in the City of Lake Elsinore. The SRTS Program promotes walking and biking to school as an active mode of transportation. In addition to establishing the SRTS Program, IPS will establish a Bicycle Ambassador Program to promote bicycle and pedestrian safety. IPS will also establish a sustainable chaperone program in the City of Lake Elsinore. Finally, IPS – in collaboration with community members – will promote, recruit and educate community members in order to create a safer environment for children to walk and bike to school.

Impact on Residents and Businesses

The SRTS Program will benefit County residents by ensuring that children have a safe and secure environment where they can walk and bike to and from school.

SUPPLEMENTAL:

Additional Fiscal Information

The total cost of the SRTS Program is in the amount of \$625,000.

The annual amount disbursement from CalTrans to County is:

Year	Amount
2018/2019	\$250,000
2019/2010	\$250,000
Total	\$500,000

The following partner agencies will contribute to the remainder amount of \$125,000 of the in-kind contributions for ATP Cycle 3 projects:

Lake Elsinore Unified School District, City of Lake Elsinore Public Works, City of Lake Elsinore Parks and Recreation Department, Southern California Association of Governments (SCAG),

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Western Riverside Association of Governments (WRCOG), Riverside County Sherriff's Department, Boys and Girls Club of Alberhill Ranch Clubhouse, Inland Empire Biking Alliance.

ATTACHMENT:

Lake Elsinore Safe Routes to School Agreement - Project Number ATPSB1NI-5956(268)

RESOLUTION

BE IT RESOLVED by the Board of Supervisors of the County of Riverside, State of California, in regular session assembled on Tuesday, January 29, 2019, that Kevin Jeffries, the Chairman is authorized and directed to execute on behalf of said County the Standard Agreement Program Supplement No. S04 between Riverside County and State of California Department of Transportation providing: for the Active Transportation Project-City of Lake Elsinore.

Roll Call:

Ayes: Jeffries, Spiegel, Washington, Perez and Hewitt
Nays: None
Absent: None

The foregoing is certified to be a true copy of a resolution duly adopted by said Board of Supervisors on the date therein set forth.

KECIA R. HARPER, Clerk of said Board

By: 

Deputy

PROGRAM SUPPLEMENT NO. S04
 to
 ADMINISTERING AGENCY-STATE AGREEMENT
 FOR STATE FUNDED PROJECTS NO 00010S

Adv Project ID 0818000166 Date: October 23, 2018
 Location: 08-RIV-0-CR
 Project Number: ATPSB1NI-5956(268)
 E.A. Number:
 Locode: 5956

This Program Supplement, effective 08/16/2018, hereby adopts and incorporates into the Administering Agency-State Agreement No. 00010S for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 02/06/07 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. 3.19 approved by the ADMINISTERING AGENCY on Jan. 29, 2019 (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 encumbered to this project, Administering Agency accepts and will comply with the Special Covenants and remarks set forth on the following pages.

PROJECT LOCATION:

Throughout the City of Lake Elsinore

TYPE OF WORK: Safe Routes to Schools Program

Estimated Cost	State Funds		Matching Funds	
	SB1 funds		LOCAL	OTHER
\$625,000.00	\$500,000.00		\$125,000.00	\$0.00

FORM APPROVED COUNTY COUNSEL
 BY: AMRIT P. DHILLON
 DATE: 1/15/2019

COUNTY OF RIVERSIDE

By Kevin Jeffries
KEVIN JEFFRIES
 Title CHAIRMAN, BOARD OF SUPERVISORS
 Date JAN 29 2019
 Attest _____

STATE OF CALIFORNIA

Department of Transportation
 By Patrick Lewis
 for Chief, Office of Project Implementation
 Division of Local Assistance

Date February 12, 2019

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

Accounting Officer [Signature] Date 10/26/2018 \$500,000.00

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

TTEST:
 ECIA R. HARPER, Clerk
 by [Signature]
 DEPUTY

STATE OF CALIFORNIA, DEPARTMENT OF TRANSPORTATION
PROGRAM SUPPLEMENT AND CERTIFICATION FORM
 PSCF (REV. 01/2010)

TO: STATE CONTROLLER'S OFFICE Claims Audits 3301 "C" Street, Rm 404 Sacramento, CA 95816	DATE PREPARED: 10/26/2018	PROJECT NUMBER: 0818000166
	REQUISITION NUMBER / CONTRACT NUMBER: RQS - 2660 - 081900000327	

FROM: **Department of Transportation**

SUBJECT: **Encumbrance Document**

VENDOR / LOCAL AGENCY: **COUNTY OF RIVERSIDE**

\$500,000.00

PROCUREMENT TYPE: **Local Assistance**

CHAPTER	STATUTES	ITEM	YEAR	PEC / PECT	TASK / SUBTASK	AMOUNT
14	2017	2660-108-3290	2017/2018	2030720100	2620/0000	\$500,000.00
TOTAL CONTRACT AMOUNT						\$500,000.00

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SPECIAL COVENANTS OR REMARKS

1. A. This PROJECT will be administered in accordance with the applicable CTC STIP guidelines and the Active Transportation Program guidelines as adopted or amended, the Local Assistance Procedures Manual (LAPM), the Local Assistance Program Guidelines (LAPG), and this PROGRAM SUPPLEMENT.

B. This PROJECT is programmed to receive State funds from the Active Transportation Program (ATP). Funding may be provided under one or more components. A component(s) specific fund allocation is required, in addition to other requirements, before reimbursable work can occur for the component(s) identified. Each allocation will be assigned an effective date and identify the amount of funds allocated per component(s).

This PROGRAM SUPPLEMENT has been prepared to allow reimbursement of eligible PROJECT expenditures for the component(s) allocated. Unless otherwise determined, the effective date of the component specific allocation will constitute the start of reimbursable expenditures.

C. STATE and ADMINISTERING AGENCY agree that any additional funds made available by future allocations will be encumbered on this PROJECT by use of a STATE-approved Allocation Letter and STATE Finance Letter. ADMINISTERING AGENCY agrees that STATE funds available for reimbursement will be limited to the amount allocated by the California Transportation Commission (CTC) and/or the STATE.

D. Upon ADMINISTERING AGENCY request, the CTC and/or STATE may approve supplementary allocations, time extensions, and fund transfers between components. Funds transferred between allocated project components retain their original timely use of funds deadlines, but an approved time extension will revise the timely use of funds criteria for the component(s) and allocation(s) requested. Approved supplementary allocations, time extensions, and fund transfers between components made after the execution of this PROGRAM SUPPLEMENT will be documented and considered subject to the terms and conditions thereof. Documentation will consist of a STATE approved Allocation Letter, Fund Transfer Letter, Time Extension Letter, and Finance Letter, as appropriate.

E. This PROJECT is subject to the timely use of funds provisions enacted by the Active Transportation Program guidelines, as adopted or amended, and by approved CTC and State procedures as outlined below.

Funds allocated for the environmental & permits (E&P), plan specifications & estimate (PS&E), and right-of-way components are available for expenditure until the end of the second fiscal year following the year in which the funds were allocated.

Funds allocated for the construction component are subject to an award deadline and contract completion deadline. ADMINISTERING AGENCY agrees to award the contract within 6 months of the construction fund allocation and to complete and accept the construction within 36 months of award.

F. Award information shall be submitted by the ADMINISTERING AGENCY to the District

SPECIAL COVENANTS OR REMARKS

Local Assistance Engineer immediately after 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 of invoices for the construction phase.

G. The ADMINISTERING AGENCY shall invoice STATE for environmental & permits (E&P), plans specifications & estimate (PS&E), and right-of-way costs no later than 180 days after the end of last eligible fiscal year of expenditure. For construction costs, the ADMINISTERING AGENCY has 180 days after project completion or contract acceptance to make the final payment to the contractor prepare the final Report of Expenditures and final invoice, and submit to STATE for verification and payment.

H. 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 LAPM and the Active Transportation Program (ATP) Guidelines.

I. ADMINISTERING AGENCY indirect costs, as defined in 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards, to be claimed must be allocated in accordance with an Indirect Cost Allocation Plan (ICAP), submitted, reviewed, and approved in accordance with Caltrans Audits and Investigations requirements which may be accessed at: www.dot.ca.gov/hq/audits/.

ADMINISTERING AGENCY agrees to comply with, and require all sub-recipients and project sponsors to comply with 2 CFR, Part 200, Uniform Administrative Requirements, Cost Principles and Audit Requirement for Federal Awards, and all applicable Federal and State laws and regulations.

ADMINISTERING AGENCY agrees, and will assure that its contractors and subcontractors will be obligated to agree, that Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., and all applicable Federal and State laws and regulations, shall be used to determine the allowability of individual PROJECT cost items.

Any Fund expenditures for costs for which ADMINISTERING AGENCY has received payment or credit that are determined by subsequent audit to be unallowable under 2 CFR, Part 200, or 48 CFR, Chapter 1, Part 3, are subject to repayment by ADMINISTERING AGENCY to STATE. Should ADMINISTERING AGENCY fail to reimburse Funds due STATE within 30 days of demand, or within such other period as may be agreed in writing between the Parties hereto, STATE is authorized to intercept and withhold future payments due ADMINISTERING AGENCY from STATE or any third-party source, including, but not limited to, the State Treasurer, the State Controller, and the California Transportation Commission.

SPECIAL COVENANTS OR REMARKS

- J. By executing this PROGRAM SUPPLEMENT, ADMINISTERING AGENCY agrees to comply with all reporting requirements in accordance with the Active Transportation Program guidelines, as adopted or amended.
2. This PROJECT has received funds from Active Transportation Program (ATP). The ADMINISTERING AGENCY agrees to administer the project in accordance with the CTC Adopted SB1 Accountability and Transparency Guidelines.