

CITY OF HIGH POINT

AGENDA ITEM



Title: Transit Section 5303 Planning Grant Agreement with NCDOT

From: Mark McDonald

Meeting Date: 09/06/2016

Public Hearing: N/A

Advertising Date / N/A

Advertised By:

Attachments: Award Letter

PURPOSE:

Execute an agreement with the North Carolina Department of Transportation (NCDOT) for the Federal and State share of the FY17 Section 5303 planning grant. These funds are used to cover staff time for collecting and analyzing transit operational statistics, compliance with civil rights requirements, and planning activities associated with future transit services and Furniture Market transportation.

BACKGROUND:

On December 3, 2015, NCDOT approved funds in the amount of \$49,500 for the Federal and State share of the transit system's Section 5303 planning grant.

BUDGET IMPACT:

The City's matching share of \$5,500 is included in the FY17 budget.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends authorizing the City Manager to execute the required agreement with NCDOT to receive reimbursement funds for the project.



PAT McCRORY
Governor

NICHOLAS J. TENNYSON
Secretary

August 5, 2016

Mr. Greg Demko, City Manager
City of High Point
Post Office Box 230
High Point, North Carolina 27261-0230

RE: FY2017 Metropolitan Planning Program (Section 5303)
Project No: 17-08-113
WBS Element No(s): 36230.19.16.1 (Plan)
Agreement ID. TBD
Period of Performance: 7/1/16 – 6/30/17

Dear Mr. Demko:

On December 3, 2015, the Board of Transportation approved your organization's request for a FY17 Metropolitan Planning (Section 5303) grant in the amount of \$49,500. The agreement to be executed between City of High Point and NCDOT is enclosed. The individual authorized to enter into this agreement for the financial assistance on behalf of your agency will sign the agreement. Please provide a copy of the agreement to all parties that will be involved in the administration of the grant, and request that the agreement be reviewed carefully. Instructions for completion of the grant agreement process are enclosed.

Please refer to Section 5b of the grant agreement that requires sub-recipients to submit monthly or quarterly requests for reimbursement.

If you have any question related to the grant agreement, please contact Myra Freeman, Financial Manager at 919-707-4672 or your assigned Accounting Specialist. In any correspondence, please reference your assigned project number, WBS element, Agreement number and period of performance referenced on this letter.

Sincerely,

A handwritten signature in cursive script that reads 'Debbie Collins'.

Debbie Collins
Director

DC\mf

Cc: Angela Wynes, Transportation Manager

