

CITY OF HIGH POINT

AGENDA ITEM

**Title: Furniture Market Transportation Grant Agreement**

From: Mark McDonald, P.E., Transportation Director **Meeting Date:** October 3, 2016

Public Hearing: N/A

Advertising Date / N/A

Advertised By:

Attachments: A. Award Letter
 B. Authorizing Resolution

PURPOSE:

The grant agreement provides \$1,200,000 in funding to assist with Furniture Market transportation services.

BACKGROUND:

The North Carolina Department of Transportation, Public Transportation Division annually provides financial assistance to assist with transportation services during each of the bi-annual Furniture Markets.

BUDGET IMPACT:

This item is a pass through item and has a neutral impact on the City's budget.

RECOMMENDATION / ACTION REQUESTED:

Staff recommends the City Manager be authorized to enter into a contract with the Department of Transportation and execute all agreements and contracts with the North Carolina Department of Transportation, Public Transportation Division.



PAT McCrory
Governor

NICHOLAS J. TENNYSON
Secretary

September 23, 2016

Mr. Greg Demko, City Manager
City of High Point
P.O. Box 230
High Point, North Carolina 27261

RE: FY17 Demonstration Grant Program
Project No. 17-DG-025
WBS Element No.: 36223.13.9.2
Agreement ID #: TBD

Dear Mr. Demko:

On September 8, 2016, the Board of Transportation approved your organization's request for a Demonstration grant in the amount of \$1,200,000 for the High Point Market Authority. 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 4 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 be sure to reference your assigned project number, WBS element, Agreement number and period of performance referenced on this letter.

Sincerely,

A handwritten signature in black ink that reads 'Debbie Collins'.

Director

DC\MF





RESOLUTION
AUTHORIZING **THE CITY OF HIGH POINT**
TO ENTER INTO AN AGREEMENT WITH
THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

A motion was made by _____ and seconded by _____
(name and title)
_____ for adoption of the following resolution, and
(name and title)
upon being put to a vote was duly adopted.

WHEREAS, the **City of High Point** has requested the North Carolina Department of Transportation to assist in the funding of **transportation activities for the bi-annual International Home Furnishings Market**; and

WHEREAS, the **North Carolina Department of Transportation** will provide **100%** of the cost of the above described project up to \$1,200,000;

NOW THEREFORE, BE IT RESOLVED that the **City Manager** is hereby authorized to enter into a contract with the Department of Transportation and execute all agreements and contracts with the North Carolina Department of Transportation, Public Transportation Division.

.....

I, _____ do hereby certify that the above is a true and
(Name and title)
correct copy of an excerpt for the minutes of a meeting of the **City of High Point City Council**
duly held on the ____ day of _____, 20____.

Signature of Certifying Official