



Victoria F. Sheehan
Commissioner

THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION



William Cass, P.E.
Assistant Commissioner

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Beant

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

Bureau of Rail & Transit
May 5, 2016

REQUESTED ACTION

Authorize the Department of Transportation to enter into a **sole source** contract amendment with Cooperative Alliance for Seacoast Transportation (COAST), Vendor 155553, Dover, New Hampshire, to increase the contract amount by \$207,206 from \$1,243,000 to \$1,450,206 for coordinated transportation services for seniors and individuals with disabilities, effective upon Governor and Council approval or July 1, 2016, whichever is later, through June 30, 2017. The original agreement was approved by Governor and Council on May 27, 2015, Item #68. 100% Federal Funds.

Funding is available as follows:

FY 2017

04-96-96-964010-2916
Public Transportation
072-500575 Grants to Non-Profit-Federal \$207,206

EXPLANATION

In December 2015, the Department announced the availability of Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities program funds (Section 5310 Formula) to support coordinated transportation services in the nine NH Regional Coordination Council (RCC) regions. This **sole source** contract amendment is based on the availability of FTA Section 5310 Formula funds that the Department has sub allocated to each RCC through a formula apportionment for State Fiscal Year 2017. Since COAST has been designated by the Region 10 (Seacoast region) RCC to continue as the lead agency for Section 5310 Formula funded projects, this contract is proposed to be amended to include additional funds for SFY 2017 activities in this region.

COAST is a recipient of Section 5310 Formula Funds to provide expanded transportation services in the Seacoast region RCC service area. The Department entered into a two-year contract with COAST for the period July 1, 2015 to June 30, 2017 and included SFY 2016 Section 5310 Formula funds. SFY 2017 Section 5310 Formula funds were not originally included as the Department and the State Coordinating Council for Community Transportation in New Hampshire (SCC) were in the process of reevaluating

the 2006 State Coordination Plan and developing a scope of work for a consultant to draft a revised plan that includes an assessment of the RCC's use of 5310 Formula funds and recommendations for their future use by the RCC's. There has been a delay in conducting the study so the Department is requesting funds for SFY 2017 to continue ongoing services for the remainder of the contract period. The Department has sub allocated available 5310 Formula funds to each RCC for SFY 2017 and separate contract amendments for each RCC will be submitted. This contract amendment is reflective of a portion of the allocation made available to the region COAST represents and provides \$207,206 for SFY 2017 activities included in the two-year agreement. COAST did not request their full allocation for SFY 2016 due to using other available Federal funding through FTA therefore, the \$207,206 (80% Federal) amount requested for SFY 2017 includes the remaining allocation from SFY 2016 (\$104,913) plus \$102,293 of the SFY 2017 allocation (\$132,913) as requested. The twenty percent (20%) required match to leverage the Federal funds will be provided by cash match through COAST.

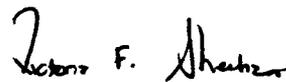
In the event that Federal funds become unavailable, general funds will not be requested to support this program.

All other provisions of the agreement shall remain in effect.

The amendment has been approved by the Attorney General as to form and execution and the Department has verified that the necessary funds are available. Copies of the fully executed amendment are on file at the Secretary of State's Office and the Department of Administrative Services, and subsequent to the Governor and Council approval will be on file at the Department of Transportation.

Your approval of this resolution is respectfully requested.

Sincerely,



Victoria F. Sheehan
Commissioner

Attachments

**AMENDMENT TO AGREEMENT
COOPERATIVE ALLIANCE FOR SEACOAST TRANSPORTATION (COAST)**

WHEREAS, the Governor and Council approved an agreement between the New Hampshire Department of Transportation (NHDOT) and Cooperative Alliance for Seacoast Transportation (COAST) on May 27, 2015, (Item #68) to be effective upon Governor and Council approval, May 27, 2015 through June 30, 2017, and this agreement remains in effect;

WHEREAS, the Price Limitation in Section 1.8 of the P-37 form, is \$1,243,000, and Exhibit B describes the budget;

WHEREAS, Section B.1 of the Budget reads, "The contract price, as defined in Section 1.8 of the General Provisions, is \$1,243,000 which includes \$28,000 (80%) of FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula funds (Section 5310 Formula), \$1,080,000 (80%) of FTA Section 5339 Bus and Bus Related Facilities program funds and \$135,000 (10%) State capital funds. COAST will provide applicable matching funds, 20% for Section 5310 Formula and 10% for Section 5339 as outlined below.:";

WHEREAS, NHDOT has available Federal funds for the FTA Section 5310 Formula program for Region 10, Seacoast Region;

RESOLVED, that the agreement be amended as follows:

Section 1.8, "Price Limitation" of the P-37 form be amended to read \$1,450,206 (increase of \$207,206);

Exhibit B, Budget, shall be revised to include an additional \$207,206 of FTA Section 5310 Formula funds for State Fiscal Year 2017 for a revised contract total of \$1,450,206.

Exhibit B, Budget, section B.1 shall be revised to read, "The contract price, as defined in Section 1.8 of the General Provisions, is \$1,450,206 which includes \$235,206 (80%) of FTA Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities formula funds, \$1,080,000 (80%) of FTA Section 5339 Bus and Bus Related Facilities program funds and \$135,000 (10%) State capital funds. COAST will provide applicable matching funds, 20% for Section 5310 Formula and 10% for Section 5339 as outlined below.

All other provisions of the agreement shall remain in effect.

Amended Exhibit B, Budget appears below.

**EXHIBIT B
BUDGET (REVISED)**

B.1 The contract price, as defined in Section 1.8 of the General Provisions, is \$1,450,206 which includes \$235,206 (80%) of FTA Section 5310 Formula funds, \$1,080,000 (80%) of FTA Section 5339 Bus and Bus Related Facilities program funds and \$135,000 (10%) State capital funds. COAST will provide applicable matching funds, 20% for Section 5310 formula and 10% for Section 5339 as outlined below.

	QTY	FY16 FED AMOUNT	FY17 FED AMOUNT	STATE CAPITAL	COAST MATCH	TOTAL PRJ AMT
5310 Formula Funds						
Region 10 Southeast NH		\$28,000	\$207,206		\$58,802	\$294,008
5339 Bus & Bus Related Facilities						
Replacement 35'- 40' Low Floor Bus	3	\$1,080,000		\$135,000	\$135,000	\$1,350,000
TOTAL		\$1,108,000	\$207,206	\$135,000	\$193,802	\$1,644,008
Total Federal and State		\$1,450,206				

Cooperative Alliance for Seacoast Transportation (COAST)

By: Rad Nichols Date: 4/20/16
Title: Executive Director
Signature: [Handwritten Signature]

County of Stafford

On this the 20 day of April, 2016, before me, Heather Hesse-Stromberg, the undersigned officer, personally appeared Rad Nichols, known to me (or satisfactorily proven) to be the person whose name is subscribed to the within instrument and acknowledged that (s)he has executed the same for the purposes therein contained.

IN WITNESS WHEREOF I hereunto set my hand and official seal.

HEATHER HESSE-STROMBERG, Notary Public
State of New Hampshire
My Commission Expires June 10, 2020

[Handwritten Signature]
Notary Public/Justice of the Peace

NH Department of Transportation

By: Pamela C. Anthony Date: 4/27/16
Title: Director
Signature: [Handwritten Signature]

Approved by Attorney General

By: Deanne Martin Date: 5/3/16
Title: Asst. Atty General
Signature: [Handwritten Signature]

Approved by Governor and Council

By: _____ Date: _____



Certificate of Authority

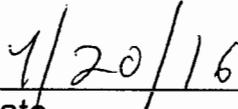
The Board of Directors of the Cooperative Alliance for Community Transportation (COAST) hereby authorizes COAST Executive Director Rad Nichols to execute a contract amendment with the State of New Hampshire Department of Transportation for FTA Section 5310 and 5339 grant funds as described in March 31, 2016 correspondence from New Hampshire Department of Transportation's Public Transportation Transit Grant's Coordinator, Karen Jennison.

The COAST Board of Directors' authorization is so granted under RSA 239:5 and provided to Executive Director Rad Nichols.

THEREFORE: The following warrant that this authorization was granted to COAST Executive Director Rad Nichols by the COAST Board of Directors by majority vote of the Board of Directors at its April 20, 2016 meeting.



Kenneth Ortmann
Chair, COAST Board of Directors



Date



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

11/20/2015

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER FIAI/Cross Insurance 1100 Elm Street Manchester NH 03101	CONTACT NAME: Carrie Morgan PHONE (A/C, No. Ext): (603) 669-3218 FAX (A/C, No): (603) 645-4331 E-MAIL ADDRESS: cmorgan@crossagency.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED Cooperative Alliance for Seacoast Transportation DBA: COAST 42 Sumner Drive Dover NH 03820	INSURER A: RLI Ins Co NAIC # 13056	
	INSURER B: RLI Insurance Co.	
	INSURER C: Lloyds of London	
	INSURER D: Philadelphia Indemnity	
	INSURER E: Ryan Turner Specialty	
INSURER F:		

COVERAGES CERTIFICATE NUMBER: 15-16 All lines REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	X	LGB0014451	12/1/2015	11/1/2016	EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR					DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
D	GEN'L AGGREGATE LIMIT APPLIES PER:					MED EXP (Any one person) \$ 5,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC		PHPK1262675	11/01/2015	11/01/2016	PERSONAL & ADV INJURY \$ 5,000,000
	<input checked="" type="checkbox"/> OTHER: Employee Dishonesty					GENERAL AGGREGATE \$ 5,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY		LFB0016981	12/1/2015	11/1/2016	PRODUCTS - COMP/OP AGG \$ 5,000,000
	<input type="checkbox"/> ANY AUTO		Un/underinsured included			Employee Dishonesty \$ 500,000
	<input type="checkbox"/> ALL OWNED AUTOS	<input checked="" type="checkbox"/> SCHEDULED AUTOS				COMBINED SINGLE LIMIT (Ea accident) \$ 5,000,000
	<input checked="" type="checkbox"/> HIRED AUTOS	<input checked="" type="checkbox"/> NON-OWNED AUTOS				BODILY INJURY (Per person) \$
			in combined single limit			BODILY INJURY (Per accident) \$
						PROPERTY DAMAGE (Per accident) \$
						Medical payments \$ 5,000
B	<input checked="" type="checkbox"/> UMBRELLA LIAB	<input checked="" type="checkbox"/> OCCUR				EACH OCCURRENCE \$ 5,000,000
	<input type="checkbox"/> EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE	LXB0010391	12/1/2015	11/1/2016	AGGREGATE \$
	DED	RETENTION \$				\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	Y/N				PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)	N/A				OTHER
	If yes, describe under DESCRIPTION OF OPERATIONS below					E.L. EACH ACCIDENT \$
C	Abuse & Molestation		B1230FC02281A15	11/1/2015	11/1/2016	E.L. DISEASE - EA EMPLOYEE \$
E	Public Official Bond		0202-3172	11/1/2015	11/1/2016	E.L. DISEASE - POLICY LIMIT \$
						Aggregate/per victim \$1 Mil/\$1 Mil
						Aggregate 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
 The Policies listed have a cancellation provision of 30 days, with the exception of cancellation for non-payment which is 10 days. The State of New Hampshire, Department of Transportation, is an Additional Insured with respect to Commercial General Liability only.

CERTIFICATE HOLDER The State of New Hampshire Department of Transportation 7 Hazen Drive PO Box 483 Concord, NH 03302	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE Laura Perrin/JSC <i>Laura Perrin</i>

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CERTIFICATE OF COVERAGE

This certificate evidences the limits of liability in effect at the inception of the Coverage Agreement(s) (also known as the Member Agreement(s)) described below. This certificate is issued as a matter of information only and confers no rights on the certificate holder and does not amend, extend, or alter the coverage afforded by the Member Agreement(s) except to the extent provided in the Additional Covered Party box or Loss Payee box below, if checked.

THIS IS TO CERTIFY THAT THE ENTITY NAMED BELOW HAS BEEN ISSUED THE MEMBER AGREEMENT(S) FOR THE AGREEMENT TERM(S) INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM, OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE COVERAGE AFFORDED BY THE MEMBER AGREEMENT(S) IS SUBJECT TO ALL THE EXCLUSIONS, EXTENSIONS, TERMS, AND CONDITIONS OF SUCH MEMBER AGREEMENT(S). AGGREGATE LIMITS MAY HAVE BEEN REDUCED BY PAID CLAIMS.

Member: COAST Member Number: 311-100103 - 16		Company Affording Coverage (the "Company"): Property-Liability Trust, Inc. PO Box 2008, Concord, NH 03302-2008	
Coverage (Occurrence basis only):	Effective Date (mm/dd/yy)	Expiration Date (mm/dd/yy)	Limits (subject to applicable NH statutory limits)
<input type="checkbox"/> General Liability (Member Agreement Section III.A)			Each Occurrence \$ 5,000,000
			General Aggregate \$
			Personal & Adv Injury \$
			Med Exp (any one person) \$
			Products -Comp/Op Agg \$
<input type="checkbox"/> Automobile Liability (Member Agreement Section III.A) <input type="checkbox"/> Any Auto <input type="checkbox"/> All Owned Autos <input type="checkbox"/> Scheduled Autos <input type="checkbox"/> Hired Autos <input type="checkbox"/> Non-Owned Autos <input type="checkbox"/> Other _____			Each Occurrence \$ 5,000,000
			Bodily Injury (per person) \$
			Bodily Injury (per accident) \$
			Property Damage (per accident) \$
			Excess Liability
			Aggregate \$ N/A
<input type="checkbox"/> Property (All Risk including Theft) (Member Agreement Section I) Deductible: \$1,000			\$Per scheduled limits and Member Agreement
<input checked="" type="checkbox"/> Workers' Compensation (Coverage A) Employers' Liability (Coverage B)	7/1/2015	6/30/2016	Coverage A: Statutory
			Cov. B: Each Accident \$ 2,000,000
			Disease - Each Employee \$ 2,000,000
			Disease - Policy Limit \$ 2,000,000
Description: Proof of Coverage			

CANCELLATION: If any of the above coverages under the Member Agreement are cancelled before the expiration date, the Company will endeavor to mail 30 days written notice to the Certificate Holder named below, but failure to mail such notice shall impose no obligation or liability of any kind upon the Company.

<input type="checkbox"/> Additional Covered Party	<input type="checkbox"/> Loss Payee, as his, her or its interests appear
Coverage for the Additional Covered Party is limited to "bodily injury" or "property damage" caused by, and only to the extent of, the sole negligence of the Member, and no protection is available for the negligence of others, including the Additional Covered Party and its directors, officers, employees, or agents. Available limits of coverage are shared between the Member and the Additional Covered Party.*	
*Terms in quotes are defined in the Member Agreement.	

Certificate Holder: State of New Hampshire Department of Transportation PO Box 483 Concord NH 03302	Company By: <u>Wendy W. Parker</u> Authorized Representative Date Issued: <u>10/28/2015</u>	Please direct inquiries to: Kim Brewster 603.230.3359
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**THE STATE OF NEW HAMPSHIRE
DEPARTMENT OF TRANSPORTATION**



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**WILLIAM CASS, P.E.
ASSISTANT COMMISSIONER**

*Approved 5/27/15
Item 68*

Her Excellency, Governor Margaret Wood Hassan
and the Honorable Council
State House
Concord, NH 03301

Bureau of Rail & Transit
May 6, 2015

REQUESTED ACTION

Authorize the Department of Transportation to pay an amount not to exceed \$1,243,000 to Cooperative Alliance for Seacoast Transportation (COAST), (Vendor 155553), Dover, NH, to procure three (3) replacement 35- to 40-foot heavy duty low floor transit buses and provide coordinated transportation services for seniors and individuals with disabilities, effective upon Governor and Council approval through June 30, 2017. 89.14% Federal Funds, 10.86% State Capital Funds.

Funding is contingent upon the availability and continued appropriation of funds for FY 2016 and FY 2017 as follows:

	<u>FY 2016</u>	<u>FY 2017</u>
04-96-96-964010-2916 Public Transportation 072-500575 Grants to Non-Profits-Federal	\$ 28,000	
04-96-96-964010-2916 Public Transportation 072-500570 Grants of Property Federal		\$1,080,000
04-96-96-960030-7977 Capital Projects 034-500160 Major Equipment		\$ 135,000

EXPLANATION

The Department released a public notice on July 17, 2014 announcing the availability of funding from the Federal Transit Administration (FTA) Section 5339 Bus and Bus Facilities program. Proposals were solicited from eligible public agencies and private nonprofit organizations engaged in public transportation services. Project awards were based on the applicant's ability to sustain existing public transit service, enhance service through expansion or improvement, and attract new riders to public transit as well as prior compliance with Federal requirements.

Six transit agencies applied by the August 15, 2014 deadline and all six transit agencies were awarded funds for eligible projects. The six transit agencies are: Cooperative Alliance for Seacoast Transportation (COAST), Advance Transit, Inc., Community Action Program Belknap-Merrimack Counties Inc., Community Alliance of Human Services, VNA @ HCS, and Tri-County Community Action Program.

COAST provides accessible fixed-route and ADA paratransit services in 14 communities in southeast NH and southernmost Maine. Section 5339 funding awarded to COAST is for the procurement of three (3) replacement 35- to 40-foot low floor heavy duty buses. The new buses will replace three (3) 2001 30-foot heavy duty low floor buses that have exceeded their minimum useful lifespan. This bus replacement will enable COAST's fleet of vehicles to continue to operate at optimal efficiency, thus providing the quality service that their riders have come to expect. The replacement buses will be owned and operated by COAST and COAST will be responsible for compliance and inventory requirements per the FTA. This project is included in COAST's long term capital plan on file with the Department.

The total project cost for the vehicles is \$1,350,000, which includes \$1,080,000 (80%) FTA 5339 funds, \$135,000 (10%) State Capital match and \$135,000 (10%) agency match. COAST will procure the equipment following Federal procurement guidelines and the Department will hold title to the buses until their disposition.

The project evaluation committee consisted of three Department staff from the Bureau of Rail and Transit: Shelley Winters (Bureau Administrator), Fred Butler (Public Transportation Administrator), and Karen Jennison (Transit Grants Coordinator). Each reviewer evaluated and scored applications based on criteria as indicated in the application materials. Every application met the Department's criteria for inclusion in its public transit funding plan and will be awarded separate amounts for the aforementioned transit systems. The evaluation matrix and scores are provided here for reference:

1	This capital request describes how it effectively addresses a demonstrated community need.	10%
2	The applicant has the fiscal and technical capacity and adequate budget to operate service associated with this capital request.	15%
3	The applicant has successful experience in providing transportation services.	15%
5	The applicant demonstrates involvement in and support for the project, financial and otherwise, on the part of citizens and local government. (e.g., letters of support, willing to provide local match >20%, etc.)	10%
6	Is the request for a replacement or expansion? If replacement, has the existing vehicle or facility to be replaced met its useful life?	10%
7	The applicant articulates a long-term commitment to continue the project beyond the availability of the requested grant funds, e.g., ongoing maintenance costs.	10%
8	The applicant successfully demonstrates service efficiency and effectiveness, measured in ridership, service miles and hours, costs, and fare recovery. New applicants must demonstrate the ability to measure performance and achieve goals.	15%
9	The applicant complies with relevant Federal and state regulations, and has a history of compliance with regulations and reporting requirements. New applicants must demonstrate sufficient resources for compliance.	15%

Transit System	Average Score
Cooperative Alliance for Seacoast Transportation	91.0%
Advance Transit	85.5%
VNA @ Home Healthcare, Hospice & Community Services	83.7%
Community Action Program Belknap-Merrimack Counties	82.0%
Community Alliance Transportation Services	82.0%
Tri-County Community Action Program Carroll County Transit	82.0%

COAST has also been awarded funding from the Federal Transit Administration (FTA) Section 5310 Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) program. COAST is a recipient of \$28,000 of Section 5310 Formula Funds to provide expanded transportation services in the Southeast NH Region Coordinating Council service area. COAST will act as the lead agency to provide mobility management activities for the promotion, enhancement, and facilitation of access to transportation services to include a one-stop transportation call center in cooperation with the Region 10 Southeast NH Regional Coordinating Council.

The Department has been working closely with the State Coordinating Council for Community Transportation to develop regional coordination of human services transportation, through nine designated regions. In January 2015, the Department announced the availability of federal funds for a one year period for Section 5310 Formula Funds to support coordinated transportation services for seniors and individuals with disabilities. The available funds were allocated by region, according to a formula based on regional populations of residents over 65 and those between the ages of 5-64 with disabilities. Each individual Regional Coordinating Council was responsible for conducting its own project solicitation, evaluation, and prioritization and then submitting one regional application for eligible 5310 Formula Fund projects through an approved lead agency. As is required by FTA, all projects are identified in a locally developed coordinated public transit – human services transportation plan.

The Southeast Regional Coordinating Council for Region 10 designated COAST as the lead agency to apply for Section 5310 Formula Funds and has submitted a regional list of eligible projects as detailed in the region's contract. The program requires a twenty percent (20%) match for mobility management activities, which will be provided by cash match.

In the event that Federal funds are unavailable, additional general funds will not be requested to support this program.

The Agreement has been approved by the Attorney General as to form and execution and the Department will verify the necessary funds are available pending enactment of the fiscal year 2016 and 2017 budget. Copies of the fully executed agreement are on file at the Secretary of State's Office and the Department of Administrative Services' Office, and subsequent to Governor and Council approval will be on file at the Department of Transportation.

Your approval of this resolution is respectfully requested.

Sincerely,

A handwritten signature in black ink, appearing to read "William Cass".

William Cass, P.E.
Assistant Commissioner

Attachments