

DEPARTMENT OF TRANSPORTATION

Division of Local Assistance
1120 N STREET
P.O. BOX 942874, MS# 1
Sacramento, CA 94274-0001
TTY 711
(916) 654-3883
Fax (916) 654-2408

June 3, 2015

Mr. Raymond Wolfe
Executive Director
San Bernardino Associated Governments
1170 W. 3rd. Street, 2nd Floor
San Bernanrdino, CA 92410-1715

Attn: Mr. Philip Chu

Dear Mr. Wolfe:

Enclosed is your fully executed copy of Program Supplement Agreement No. 0M89 Rev. 000 to Administering Agency-State Master Agreement No. 00335S and an approved Finance Letter. Please retain the signed Finance Letter for your records.

In accordance to Government Code 16304, Federal and State funds appropriated by the State budget are available for disbursement for limited periods of time. The attached Finance Letter shows these deadlines for liquidation as "Reversion Dates". Please ensure that your invoices are submitted at least 60 days prior to the Reversion Date to avoid any lapse of funds. If your agency is unable to seek reimbursement by this date, you may request an extension through a Cooperative Work Agreement (CWA). A CWA is subject to the final approval of the State Department of Finance. If approved, the CWA may extend the deadline for up to one year to federal funds and up to three years for State funds.

Please note that Government Code 16304 does not supersede any other more restrictive expenditure deadlines.

Sincerely,



for ROBERT NGUYEN, Chief (Acting)
Office of Project Implementation - South
Division of Local Assistance

Enclosure

c: OLP AE Project Files
(08) DLAE - Sean Yeung

RECEIVED

JUN 08 2015

**SAN BERNARDINO
ASSOCIATED GOVTS**

File: 08-SBD-0-SBAG

ATPLNI-6053(119)

In the vicinity of various schools
throughout portions of San
Bernardino County



15-1001275

PROGRAM SUPPLEMENT NO. M89
to
ADMINISTERING AGENCY-STATE AGREEMENT
FOR STATE FUNDED PROJECTS NO 00335S

Adv Project ID 0815000069
Date: March 9, 2015
Location: 08-SBD-0-SBAG
Project Number: ATPLNI-6053(119)
E.A. Number:
Locode: 6053

This Program Supplement, effective 12/10/14 hereby adopts and incorporates into the Administering Agency-State Agreement No. 00335S for State Funded Projects which was entered into between the ADMINISTERING AGENCY and the STATE with an effective date of 06/30/10 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. 29 approved by the ADMINISTERING AGENCY on May 4, 2011 (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:

In the vicinity of various schools throughout portions of San Bernardino County

TYPE OF WORK: Safe routes to schools data collection for Non-Motorized Transportation Plan

Estimated Cost	State Funds		Matching Funds	
	STATE	LOCAL	OTHER	
\$400,000.00	\$400,000.00	\$0.00		\$0.00

SAN BERNARDINO ASSOCIATED GOVERNMENTS

By [Signature]
Title Executive Director
Date 5/14/15
Attest Anna Aldana

STATE OF CALIFORNIA
Department of Transportation

for By [Signature]
Chief, Office of Project Implementation
Division of Local Assistance
Date June 1, 2015

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

Accounting Officer Jennie Yee Date 3/10/15 \$400,000.00

APPROVED AS TO LEGAL FORM:

[Signature]
Counsel

Date: 5/15/15

SPECIAL COVENANTS OR REMARKS

Chapter	Statutes	Item	Year	Program	BC	Category	Fund Source	AMOUNT

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 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 agrees to comply with Office of Management and Budget (OMB) Circular A-87, Cost Principles for State and Local Governments, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Notwithstanding the foregoing, ADMINISTERING AGENCY will not be required to comply with 49 CFR, Part 18.36 (i), subsections (3), (4), (5), (6), (8), (9), (12), and (13).

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.



- San Bernardino County Transportation Commission
- San Bernardino County Transportation Authority
- San Bernardino County Congestion Management Agency
- Service Authority for Freeway Emergencies

Minute Action

AGENDA ITEM: 29

Date: May 4, 2011

Subject: Caltrans Master Agreement for State Funds

- Recommendation:***
1. Approve Master Agreement Administering Agency-State Agreement for State Funded Projects C11187 which establishes standard for implementation of projects when SANBAG acts as an Administering Agency for State Funded Projects.
 2. Authorize the Executive Director to execute project Program Supplements based upon SANBAG Board of Directors prior approval of the individual projects and costs.

Background: This document establishes general requirements and agreements between Caltrans and SANBAG when SANBAG acts as the Administering Agency for projects funded with state funds. This agreement replaces previous SANBAG/Caltrans Agreement C02-018 Administering Agency State Agreement for State Funded Projects.

The master agreement sets out general provisions required for State projects. Specific projects will have individual Program Supplements to this agreement which establishes specific dollar amounts and specific conditions of the individual projects. To continue with current practice, this item also authorizes the Executive Director to sign Master Agreements for State Funds and Program Supplements, provided that the

Approved Consent

Approved
Board of Directors

Date: May 4, 2011

Moved: Jahn Second: Huntington

In Favor: 25 Opposed: 0 Abstained: 0

Witnessed: Anna Alderson

COG		CTC	X	CTA		SAFE		CMA	
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Check all that apply.

BRD1105b-pc

Attachment: C11187

SANBAG Board of Directors has taken prior action to approve specific projects and the associated costs.

Financial Impact:

This item has no impact upon the SANBAG Budget. It does provide for expedient processing of Program Supplements in those cases where the SANBAG Board has approved projects and fund allocations when SANBAG is acting as the project administering agency.

Reviewed By:

This item was reviewed and unanimously recommended for approval by the Plans and Programs Policy Committee on April 20, 2011. SANBAG Legal Counsel has approved the agreement as to form.

Responsible Staff:

Garry Cohoe, Director of Project Delivery