

INTRODUCED: June 26, 2023

AN ORDINANCE No. 2023-198

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the amount of \$762,414.00 from the Federal Highway Administration, to amend Ord. No. 2023-073, adopted May 8, 2023, which accepted a program of proposed Capital Improvement Projects for Fiscal Year 2023-2024 and the four fiscal years thereafter, adopted a Capital Budget for Fiscal Year 2023-2024, and determined a means of financing the same, by establishing a new project for the Department of Public Works in the Transportation Category called the Safe Streets and Roads for All Planning Activities project, and to appropriate the increase to the Fiscal year 2023-2024 Capital Budget by increasing estimated revenues and the amount appropriated to the Department of Public Works' Safe Streets and Roads for All Planning Activities project in the Transportation Category by \$762,414.00 for the purpose of funding the implementation of Vision Zero traffic safety program activities.

Patrons – Mayor Stoney and Ms. Lambert

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: JUL 24 2023 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer, for and on behalf of the City of Richmond, is authorized to accept funds in the amount of \$762,414.00 from the Federal Highway Administration for the purpose of funding the implementation of Vision Zero traffic safety program activities.

AYES: 7 NOES: 0 ABSTAIN: _____

ADOPTED: JUL 24 2023 REJECTED: _____ STRICKEN: _____

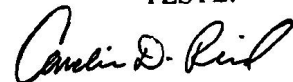
§ 2. That Ordinance No. 2023-073, adopted May 8, 2023, which accepted a program of proposed Capital Improvement Projects for the fiscal year commencing July 1, 2023, and ending June 30, 2024, and the four fiscal years thereafter, adopted a Capital Budget for the fiscal year commencing July 1, 2023, and ending June 30, 2024, and determined a means of financing the same, be and is hereby amended by establishing a new project for the Department of Public Works in the Transportation Category called the Safe Streets and Roads for All Planning Activities project for the purpose of funding the implementation of Vision Zero traffic safety program activities.

§ 3. That Ordinance No. 2023-073, adopted May 8, 2023, which accepted a program of proposed Capital Improvement Projects for the fiscal year commencing July 1, 2023, and ending June 30, 2024, and the four fiscal years thereafter, adopted a Capital Budget for the fiscal year commencing July 1, 2023, and ending June 30, 2024, and determined a means of financing the same, be and is hereby amended by increasing estimated revenues and the amount appropriated for expenditures by \$762,414.00, and allotting to the Department of Public Works' Safe Streets and Roads for All Planning Activities project in the Transportation Category the sum of \$762,414.00 for the purpose of funding the implementation of Vision Zero traffic safety program activities.

§ 4. This ordinance shall be in force and effect upon adoption.

A TRUE COPY:

TESTE:



City Clerk



City of Richmond

900 East Broad Street
2nd Floor of City Hall
Richmond, VA 23219
www.rva.gov

Master

File Number: Admin-2023-0343

File ID: Admin-2023-0343

Type: Request for Ordinance or Resolution

Status: Regular Agenda

Version: 1

Reference:

In Control: City Clerk Waiting Room

Department:

Cost:

File Created: 05/12/2023

Subject: TO AMEND THE FY 2024 ADOPTED CAPITAL IMPROVEMENT PROGRAM BUDGET AND TO AUTHORIZE THE CHIEF ADMINISTRATIVE OFFICER TO ACCEPT AND APPROPRIATE FUNDS FROM THE FEDERAL HIGHWAY ADMINISTRATION (FHWA) \$762,414 FOR THE "SAFE STREETS AND ROADS FOR ALL PLANNING ACTI

Final Action: 07/24/2023

Title:

Internal Notes:

Code Sections:

Agenda Date: 06/26/2023

Indexes:

Agenda Number:

Patron(s):

Enactment Date:

Attachments: Admin-2023-0343 FINAL SS4A GRANT AGREEMENT v5.17.23

Enactment Number:

Contact:

Introduction Date: 06/26/2023

Drafter: Michael.Sawyer@rva.gov

Effective Date:

Approval History

Version	Seq #	Action Date	Approver	Action	Due Date
1	1	5/19/2023	M.S. Khara	Approve	5/23/2023
1	2	5/22/2023	Bobby Vincent	Approve	5/23/2023
1	3	5/22/2023	Robert Steidel	Approve	5/24/2023
1	4	5/23/2023	Jason May	Approve	5/24/2023
1	5	5/23/2023	Sheila White	Approve	5/25/2023
1	6	5/25/2023	Sabrina Joy-Hogg	Approve	5/25/2023
1	7	5/25/2023	Michael Sawyer - FYI	Notified - FYI	
1	8	5/26/2023	Lincoln Saunders	Approve	6/5/2023
1	9	6/21/2023	Mayor Stoney	Approve	6/13/2023

History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File Admin-2023-0343

O&R REQUEST

DATE: May 19, 2023 **EDITION:** 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney; Mayor

THROUGH: J.E. Lincoln Saunders; Chief Administrative Officer

THROUGH: Sabrina Joy-Hogg; Deputy Chief Administrative Office - Finance and Administration

THROUGH: Sheila White; Director of Finance

THROUGH: Jason May; Director of Budget & Strategic Planning

THROUGH: Robert C. Steidel; Deputy Chief Administrative Officer - Operations

THROUGH: Bobby Vincent Jr.; Director of Public Works

THROUGH: M.S. Khara, P.E.; City Engineer

FROM: Michael Sawyer, P.E.; City Transportation Engineer

RE: **TO AMEND THE FY 2024 ADOPTED CAPITAL IMPROVEMENT PROGRAM BUDGET AND TO AUTHORIZE THE CHIEF ADMINISTRATIVE OFFICER TO ACCEPT AND APPROPRIATE FUNDS FROM THE FEDERAL HIGHWAY ADMINISTRATION (FHWA) THE TOTAL AMOUNT OF \$762,414 FOR THE “SAFE STREETS AND ROADS FOR ALL PLANNING ACTIVITIES”**

ORD. OR RES. No.

PURPOSE: To amend Ord. No. 2023-073 adopted May 8, 2023, which adopted the Capital Improvement Plan for FY 2024, and to authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to accept funds in the total amount of \$762,414 from the Federal Highway Administration (FHWA) and appropriate the revenues by amending the FY2024-2028 Capital Improvement Program (CIP) Budget for \$762,414 to the new “Safe Streets and Roads for All Planning Activities” Project; Award ‘New’.

REASON: Appropriations for the specific aforementioned new project within the Transportation Category of the Capital Improvement Program for Fiscal Years 2024 - 2028 are necessary to accept Federal funds awarded for the project.

RECOMMENDATION: The Department of Public Works recommends approval of this ordinance.

BACKGROUND: This grant award follows Resolution 2022-R-041 which expressed City Council's support for the City's participation in the United States Department of Transportation's (USDOT) SS4A Grant Program to provide funding for the implementation of Vision Zero traffic safety program activities to achieve the goal of zero deaths and serious injuries on the streets of the city of Richmond.

The U.S. Department of Transportation published a Notice of Funding Opportunity (NOFO) for \$1.0 billion in FY22 grant funding through the SS4A discretionary grant program under the Infrastructure Investment and Jobs Act (IIJA). The SS4A discretionary grants can be used to implement projects and strategies found within the Safe and Healthy Street Commission's adopted Vision Zero Action Plan. Overall, USDOT awarded \$210 million in grants to establish action plans and \$590 million in grants to implement projects and supplemental activities. For the implementation grants, the USDOT awarded 37 grants.

This is a discretionary grant funding program to accept applications as directed by President Biden's Bipartisan Infrastructure Law (BIL). For the 2022 SS4A grants, maximum funding for each selected project is \$30 million, minimum funding is \$5 million, and no single state shall be awarded more than total of \$90 million in implementation grant funding.

The City submitted a comprehensive grant application by the deadline of September 15, 2022. A partial award of the implementation grant was selected and approved by the USDOT on February 1, 2023.

The total award of the supplemental activities is \$953,018. The grant program requires the City to provide 20% (\$190,604) matching fund as the FHWA will provide 80% (\$762,414) fund for the project. The City's matching fund is proposed to be appropriated using City CIP GO bond and/or CVTA Local Special Fund for FY24 through FY25 budget years.

The proposed supplemental actions met the required criteria of SS4A Grants. The criteria include (1) safety impact, (2) equity, engagement, and collaboration (3) effective practices and strategies, (4) climate change and sustainability, and economic competitiveness, (5) project readiness, and (6) funds to underserved communities.

Traffic-related deaths and serious injuries on city streets are not limited to one location. These severe crashes occur across the city with greater frequency on the arterial streets that carry more people who walk, bike, roll, ride transit, and drive. These streets are wider and often have multiple travel lanes. Richmond's High Injury Network (HIN) will continue to be the focus. The HIN comprises 7 percent of the roadway network and account for 62 percent of the severe crashes that result in a permanent detour from a person's original destination to the morgue or hospital with life ending or life altering injuries. A safe systems approach coupled with a complete streets process will enable the City of Richmond to deliver a comprehensive approach that serves all users, regardless of age or ability through a proposed package of projects and supplemental activities to reduce the likelihood of a severe crash to zero.

The Virginia Department of Health uses a Health Opportunity Index (HOI) as a composite measure of the social, economic, educational, demographic, and environmental factors that relates to a community's well-being. A "health in transportation" approach is required to address traffic-related deaths and serious injuries in an equitable manner. The HOI includes indicators of neighborhood walkability and access to transportation for those that are low income, disabled, or elderly. These factors are relevant to Vision Zero, Safe Systems, and Complete Streets. Areas in the City that scored a "very low" HOI have almost three times as many traffic related deaths and serious injuries compared to the other four quintiles of HOI combined in the City of Richmond. Further investment in these communities of concern with a package of projects with supplemental activities will improve the overall health outcomes of residents in the areas with the greatest needs. Our stakeholders continue to determine which factors have the greatest influence in these communities.

Streets classified as arterials in the City of Richmond are the location of the overwhelming number of traffic-related deaths and serious injuries, including pedestrians because of a greater number of users and higher vehicle operating speeds. 81 percent of all traffic related deaths and serious injuries occur at intersections with 51 percent of pedestrian crashes occurring at intersection. Pedestrian related deaths and serious injuries are disproportionately high when compared to other localities in Virginia and across the country. Where pedestrian activity is higher and there is more exposure, the number of crashes increases.

By providing the funding for these supplemental activities, this will enable the City of Richmond with its partners to provide a critical transportation safety improvements on the HIN resulting in lives saved and life changing injuries prevented.

If future funding for implementation is not obtained, traffic related deaths and serious injuries will continue to occur on city streets and the city's residents and visitors will not see the benefits of our Vision Zero goals realized. Transportation safety can have huge negative impacts on health, well-being and personal finances. This funding will allow the City to address severe

traffic-related crashes on heavily used city streets for multimodal transportation users of all ages and abilities.

The intent of this ordinance is enter into a city/federal standard agreement to continue the commitment made by City Council and the Mayor to authorize the City to participate in the 2022 SS4A Grant program and to commit 20% matching funds as federal funding was awarded for the supplemental planning activities.

FISCAL IMPACT / COST: \$190,604 in matching 20% City funds budgeted in City CIP and/or CVTA Local Special Funds for FY24 and FY25. The cost is the required 20% match of the total \$953,018 in supplemental planning funding received from the SS4A program.

FISCAL IMPLICATIONS: Not entering into this program agreement eliminates the possibility of receiving up to \$762,414 (80%) in federal SS4A funds for supplemental Vision Zero planning activities.

BUDGET AMENDMENT NECESSARY: Yes. This Ordinance will amend the Adopted FY2024-28 Capital Improvement Program (CIP) and appropriate \$762,414 federal reimbursable funds in the Transportation Category for a new ‘Safe Streets and Roads for All Planning Activities’ Project; Award ‘New’.

REVENUE TO CITY: \$762,414 reimbursable federal funds.

DESIRED EFFECTIVE DATE: Upon Adoption

REQUESTED INTRODUCTION DATE: June 26, 2023

CITY COUNCIL PUBLIC HEARING DATE: July 24, 2023

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: City Planning Commission.

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: None

AFFECTED AGENCIES: Department of Public Works; Law Department; Planning and Development; Economic and Community Development; Department of Public Utilities; Finance Department; Budget and Strategic Planning; Copies also sent to: City Mayor (Levar M. Stoney);

Chief Administrative Officer (J.E. Lincoln Saunders); Deputy Chief Administrative Officer of Operation (Robert Steidel); and City Attorney (2).

RELATIONSHIP TO EXISTING ORD. OR RES.: Resolution 2022-R041 adopted by City Council on June 27, 2022.

REQUIRED CHANGES TO WORK PROGRAM(S): None.

ATTACHMENTS: City/Federal Standard Project Agreement.

STAFF: M.S. Khara, P.E. City Engineer, 646-5413

Michael B. Sawyer, P.E. City Transportation Engineer, 646-3435

- | | | | | | | | | | | | |
|--|--|----------------|---------------------|------------------|---------------------|----------------------|-----|--------------|-----|--------|---------------------|
| <p>1. Award No.
693JJ32340264</p> <p>4. Award To

City of Richmond
900 East Broad Street, Room 707
Richmond, VA 23219</p> <p>Unique Entity Id.: EG4LF5GYLK81
TIN No.: 54-6001556</p> <p>6. Period of Performance
Effective Date of Award to
September 30, 2026</p> <p>8. Type of Agreement
Grant</p> <p>10. Procurement Request No.
HSSP230088PR</p> <p>12. Submit Payment Requests To
See article 20.</p> <p>14. Accounting and Appropriations Data
15X0173E50.0000.055SR10500.5592000000.41010.61006600</p> <p>15. Description of Project
The award will be used by the City of Richmond, VA to build upon the existing safety action plan and address issues of speed management, lighting, accessibility, audits, and high-risk drivers</p> | <p>2. Effective Date
See No. 17 Below</p> <p>3. Assistance Listings No.
20.939</p> <p>5. Sponsoring Office
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590</p> <p>7. Total Amount</p> <table border="0"> <tr> <td>Federal Share:</td> <td style="text-align: right;">\$762,414.07</td> </tr> <tr> <td>Recipient Share:</td> <td style="text-align: right;">\$190,603.52</td> </tr> <tr> <td>Other Federal Funds:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Other Funds:</td> <td style="text-align: right;">\$0</td> </tr> <tr> <td>Total:</td> <td style="text-align: right;">\$953,017.59</td> </tr> </table> <p>9. Authority
Section 24112 of the Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “Bipartisan Infrastructure Law” or “BIL”)</p> <p>11. Federal Funds Obligated
\$762,414.07</p> <p>13. Payment Office
See article 20.</p> | Federal Share: | \$762,414.07 | Recipient Share: | \$190,603.52 | Other Federal Funds: | \$0 | Other Funds: | \$0 | Total: | \$953,017.59 |
| Federal Share: | \$762,414.07 | | | | | | | | | | |
| Recipient Share: | \$190,603.52 | | | | | | | | | | |
| Other Federal Funds: | \$0 | | | | | | | | | | |
| Other Funds: | \$0 | | | | | | | | | | |
| Total: | \$953,017.59 | | | | | | | | | | |

RECIPIENT

16. Signature of Person Authorized to Sign

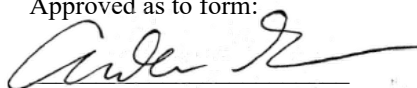
FEDERAL HIGHWAY ADMINISTRATION

17. Signature of Agreement Officer

Signature Date
Name: **J.E Lincoln Saunders**
Title: **Chief Administrator Officer**

Signature Date
Name: Hector R. Santamaria
Title: Agreement Officer

Approved as to form:



Andrew A. Gore
Senior Assistant Attorney

U.S. DEPARTMENT OF TRANSPORTATION

**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2022 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the [United States Department of Transportation (the “USDOT”)] [Federal Highway Administration (the “FHWA”) and the **City of Richmond, Virginia** (the “Recipient”).

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All (“SS4A”) Grant for the **City of Richmond VA - Supplemental Action Planning**.

The parties therefore agree to the following:

**ARTICLE 1
GENERAL TERMS AND CONDITIONS**

1.1 General Terms and Conditions.

- (a) In this agreement, “**General Terms and Conditions**” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program,” dated February 8, 2023, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements>. Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient states that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (BIL, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the **FHWA** the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2
APPLICATION, PROJECT, AND AWARD**

2.1 Application.

Application Title: **City of Richmond VA - Supplemental Action Planning**

Application Date: **Sep 14, 2022**

2.2 Award Amount.

SS4A Grant Amount: **\$762,414.07**

2.3 Award Dates.

Period of Performance End Date: **September 30, 2026***

2.4 Budget Period

Budget Period End Date: **September 30, 2026***

***(Note: It is anticipated that there will be challenges associated with the Richmond Behavior Health Authority and work related to the planned High Risk Impaired Driver Action Plan.)**

2.5 Action Plan Grant or Implementation Grant Designation.

Designation: **(Supplemental) Action Plan**

2.6 Federal Award Identification Number. The Federal Award Identification Number is listed on page 1, line 1.

**ARTICLE 3
SUMMARY PROJECT INFORMATION**

3.1 Summary of Project's Statement of Work.

The award will be used by the City of Richmond, VA to build upon the existing adopted Vision Zero Action Plan and address issues of speed management, lighting, accessibility, audits, and high-risk drivers.

3.2 Project's Estimated Schedule.

ACTION PLAN SCHEDULE

Milestone	Schedule Date
Planned Draft Supplemental Activities Completion Date:	January 1, 2026
Planned Supplemental Activities Completion Date:	May 1, 2026
Planned Supplemental Action Plan Adoption Date:	N/A There is no formal adoption of supplemental action plan (Current Action Plan adopted February 2018 (Updated 2020))
Planned SS4A Final Report Date:	September 30, 2026

3.3 Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$762,414.07
Other Funds:	\$190,603.52
Total Eligible Project Cost:	\$953,017.59

(b) Supplemental Estimated Budget

Cost Element	Federal Share	Non-Federal Share	Total Budget Amount
Direct Labor	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual/Consultant	\$762,414.07	\$190,603.52	\$953,017.59
Other	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Total Budget	\$762,414.07	\$190,603.52	\$953,017.59

ARTICLE 4

RECIPIENT INFORMATION

4.1 Recipient’s Unique Entity Identifier.

EG4LF5GYLK81

4.2 Recipient Contact(s).

Michael B. Sawyer, P.E.
City Transportation Engineer
City of Richmond, VA
900 East Broad Street Room 707 Richmond, VA 23219
804-646-3435
Michael.sawyer@rva.gov

4.3 Recipient Key Personnel.

Name	Title or Position
Michael B. Sawyer	City Transportation Engineer
M. S. Khara	City Engineer

4.4 USDOT Project Contact(s).

Meg Miller
Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
(202)366-8029
meg.miller@dot.gov

and

Hector R. Santamaria
Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-310
1200 New Jersey Avenue, S.E.
Washington, DC 20590

and

Hector R. Santamaria

Agreement Specialist (AS)
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-204
1200 New Jersey Avenue, S.E.
Washington, DC 20590
(202)493-2402
hector.santamaria@dot.gov

and

Division Administrator
Agreement Officer's Representative (AOR)
Virginia Division
400 North 8th Street, Suite 750
Richmond, VA 23219
(804)775-3320
Virginia.FHWA@dot.gov

and

Timothy J. Lewis, P.E.
Virginia Division Office Point of Contact
Discretionary Grants Program & Project Coordinator
400 North 8th Street, Suite 750
Richmond, VA 23219
(804)775-3349
timothy.lewis@dot.gov

ARTICLE 5
USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the AO are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

Note: This clause is only applicable to Action Plan Grants.

Unless described in the application and funded in the approved award, the Recipient must obtain prior written approval from the AO for the subaward, transfer, or contracting out of any work under this award above the Simplified Acquisition Threshold. This provision does not apply to the acquisition of supplies, material, equipment, or general support services. Approval of each subaward or contract is contingent upon the Recipient's submittal of a written fair and reasonable price determination, and approval by the AO for each proposed contractor/sub-recipient. Consent to enter into subawards or contracts will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

(Fill in at award or by amendment)

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred in the performance of this agreement if those costs do not exceed the funds available under section 2.2 and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI eInvoicing System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF 271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the AO may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the Agreement Officer's Representative (the "AOR") reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) The USDOT may waive the requirement that the Recipient use the DELPHI eInvoicing System. The Recipient may obtain waiver request forms on the DELPHI eInvoicing website (<http://www.dot.gov/cfo/delphi-einvoicing-system.html>) or by contacting the AO. A Recipient who seeks a waiver shall explain why they are unable to use or access the Internet to register and enter payment requests and send a waiver request to

Director of the Office of Financial Management

US Department of Transportation,
Office of Financial Management B-30, Room W93-431
1200 New Jersey Avenue SE
Washington DC 20590-0001

or

DOTElectronicInvoicing@dot.gov.

If the USDOT grants the Recipient a waiver, the Recipient shall submit SF 271s directly to:

DOT/FAA
P.O. Box 268865
Oklahoma City, OK 73125-8865
Attn: **Agreement Specialist**

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section [wherever the date it is in this agreement].
- 6.2** The Recipient acknowledges that the **Supplemental Action Plan** will be made publicly available, and the Recipient agrees that it will publish the final **Supplemental Action Plan** on a publicly available website.
- 6.3** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.4** **The following five (5) activities which will be accomplished with this award:**
- **Speed Management (Stakeholder engagement and collaboration)**
 - **ADA Transition (Expansion of Recipient's ability to conduct ADA audits)**
 - **Lighting Management (Development of a citywide plan)**
 - **High Risk Impaired Drivers (Taking actions on recommendations from previously completed High-Risk Impaired Driver Action Plan)**
 - **Road Safety Audits (Will be performed to evaluate high priority, high-risk roadways)**

A completion schedule, per individual activity, will be developed, monitored, and reported in each SS4A Quarterly Status Report. For any activity that is behind schedule, the reasons for and remedy taken will be specified in the Quarterly Status Reports.

6.5 There are no other special grant requirements for this **award**.

**ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION**

Study Area: [City of Richmond, VA](#)

Baseline Measurement Date: [Effective Date of Award](#)

Baseline Report Date: [September 30, 2026](#)

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency
Equity	Percent of Funds to Underserved Communities: Funding amount (of total award) benefitting underserved communities, as defined by USDOT	End of period of performance
Costs	Project Costs: Quantification of the cost of the award carried out using the grant	End of period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future awards of strategies to prevent death and serious injury on roads and streets.	End of period of performance

**ATTACHMENT B
CHANGES FROM APPLICATION**

INSTRUCTIONS FOR COMPLETING ATTACHMENT B: Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of this attachment B is to document the differences clearly and accurately in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See section 10.1.

Scope:

Schedule:

Budget: The grant amount has been adjusted to match the amount noted in the in the SS4A Grant Award Letter.

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds				
Non-Federal Funds				
Total Previously Incurred Costs				
Future Eligible Project Costs				
SS4AFunds	\$762,400	80%	\$762,414.07	80%
Other Federal Funds				
Non-Federal Funds	\$190,600	20%	\$190,603.52	20%
Total Future Eligible Project Costs				
Total Project Costs	\$953,000	100%	\$953,017.59	100%

**ATTACHMENT C
RACIAL EQUITY AND BARRIERS TO OPPORTUNITY**

1. Efforts to Improve Racial Equity and Reduce Barriers to Opportunity.

The Recipient states that rows marked with “X” in the following table are accurate:

X	A racial equity impact analysis has been completed for the Project. <i>(Identify a report on that analysis or, if no report was produced, describe the analysis and its results in the supporting narrative below.)</i>
X	The Recipient or a project partner has adopted an equity and inclusion program/plan or has otherwise instituted equity-focused policies related to project procurement, material sourcing, construction, inspection, hiring, or other activities designed to ensure racial equity in the overall delivery and implementation of the Project. <i>(Identify the relevant programs, plans, or policies in the supporting narrative below.)</i>
	The Project includes physical-barrier-mitigating land bridges, caps, lids, linear parks, and multimodal mobility investments that either redress past barriers to opportunity or that proactively create new connections and opportunities for underserved communities that are underserved by transportation. <i>(Identify the relevant investments in the supporting narrative below.)</i>
	The Project includes new or improved walking, biking, and rolling access for individuals with disabilities, especially access that reverses the disproportional impacts of crashes on people of color and mitigates neighborhood bifurcation. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Project includes new or improved freight access to underserved communities to increase access to goods and job opportunities for those underserved communities. <i>(Identify the new or improved access in the supporting narrative below.)</i>
X	The Recipient has taken other actions related to the Project to improve racial equity and reduce barriers to opportunity, as described in the supporting narrative below.
	The Recipient has not yet taken actions related to the Project to improve racial equity and reduce barriers to opportunity but, before beginning construction of the project, will take relevant actions described in the supporting narrative below Attachment A. <i>(Identify the relevant actions from Attachment A in the supporting narrative below.)</i>
	The Recipient has not taken actions related to the Project to improve racial equity and reduce barriers to opportunity and will not take those actions under this award.

2. Supporting Narrative.

SS4A used USDOT guidance to determine the focus and scope of the SS4A Implementation Grant request. Path to Equity Policy Document was adopted by the City of Richmond in May 2022. The Office of Minority Business Development is active and facilitates, produces, and advances opportunities for minority business enterprises (MBEs), emerging small businesses (ESBs), and disadvantaged business

enterprises (DBEs) to successfully participate in the full array of contracting opportunities available in the City of Richmond. The Richmond Connects multimodal transportation plan as well as the adopted Vision Zero Action Plan use the Path to Equity as its policy guide.

ATTACHMENT D
CLIMATE CHANGE AND ENVIRONMENTAL JUSTICE IMPACTS

1. Consideration of Climate Change and Environmental Justice Impacts.

The Recipient states that rows marked with “X” in the following table are accurate:

	The Project directly supports a Local/Regional/State Climate Action Plan that results in lower greenhouse gas emissions. <i>(Identify the plan in the supporting narrative below.)</i>
	The Project directly supports a Local/Regional/State Equitable Development Plan that results in lower greenhouse gas emissions. <i>(Identify the plan in the supporting narrative below.)</i>
	The Project directly supports a Local/Regional/State Energy Baseline Study that results in lower greenhouse gas emissions. <i>(Identify the plan in the supporting narrative below.)</i>
	The Recipient or a project partner used environmental justice tools, such as the EJSCREEN, to minimize adverse impacts of the Project on environmental justice communities. <i>(Identify the tool(s) in the supporting narrative below.)</i>
	The Project supports a modal shift in freight or passenger movement to reduce emissions or reduce induced travel demand. <i>(Describe that shift in the supporting narrative below.)</i>
	The Project utilizes demand management strategies to reduce congestion, induced travel demand, and greenhouse gas emissions. <i>(Describe those strategies in the supporting narrative below.)</i>
	The Project incorporates electrification infrastructure, zero-emission vehicle infrastructure, or both. <i>(Describe the incorporated infrastructure in the supporting narrative below.)</i>
	The Project supports the installation of electric vehicle charging stations. <i>(Describe that support in the supporting narrative below.)</i>
	The Project promotes energy efficiency. <i>(Describe how in the supporting narrative below.)</i>
	The Project serves the renewable energy supply chain. <i>(Describe how in the supporting narrative below.)</i>
	The Project improves disaster preparedness and resiliency <i>(Describe how in the supporting narrative below.)</i>
	The Project avoids adverse environmental impacts to air or water quality, wetlands, and endangered species, such as through reduction in Clean Air Act criteria pollutants and greenhouse gases, improved stormwater management, or improved habitat connectivity. <i>(Describe how in the supporting narrative below.)</i>
	The Project repairs existing dilapidated or idle infrastructure that is currently causing environmental harm. <i>(Describe that infrastructure in the supporting narrative below.)</i>
	The Project supports or incorporates the construction of energy- and location-efficient buildings. <i>(Describe how in the supporting narrative below.)</i>
	The Project includes recycling of materials, use of materials known to reduce or reverse carbon emissions, or both. <i>(Describe the materials in the supporting narrative below.)</i>

X	The Recipient has taken other actions to consider climate change and environmental justice impacts of the Project, as described in the supporting narrative below.
	The Recipient has not yet taken actions to consider climate change and environmental justice impacts of the Project but, before beginning construction of the Project, will take relevant actions described in the supporting narrative below.
	The Recipient has not taken actions to consider climate change and environmental justice impacts of the Project and will not take those actions under this award.

2. Supporting Narrative.

RVAgreen 2050 is the City’s equity-centered climate action and resilience planning initiative. The City will also utilize the new USDOT ETEC Tool to analyze equity-centered climate action and resilience planning.

**ATTACHMENT E
LABOR AND WORKFORCE**

1. Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient demonstrate, to the full extent possible consistent with the law, an effort to create good-paying jobs with the free and fair choice to join a union and incorporation of high labor standards. <i>(Identify the relevant agreements and describe the scope of activities they cover in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted the use of local and economic hiring preferences in the overall delivery and implementation of the Project. <i>(Describe the relevant provisions in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted the use of registered apprenticeships in the overall delivery and implementation of the Project. <i>(Describe the use of registered apprenticeship in the supporting narrative below.)</i>
	The Recipient or a project partner will provide training and placement programs for underrepresented workers in the overall delivery and implementation of the Project. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will support free and fair choice to join a union in the overall delivery and implementation of the Project by investing in workforce development services offered by labor-management training partnerships or setting expectations for contractors to develop labor-management training programs. <i>(Describe the workforce development services offered by labor-management training partnerships in the supporting narrative below.)</i>
	The Recipient or a project partner will provide supportive services and cash assistance to address systemic barriers to employment to be able to participate and thrive in training and employment, including childcare, emergency cash assistance for items such as tools, work clothing, application fees and other costs of apprenticeship or required pre-employment training, transportation and travel to training and work sites, and services aimed at helping to retain underrepresented groups like mentoring, support groups, and peer networking. <i>(Describe the supportive services and/or cash assistance provided to trainees and employees in the supporting narrative below.)</i>
	The Recipient or a project partner has documented agreements or ordinances in place to hire from certain workforce programs that serve underrepresented groups. <i>(Identify the relevant agreements and describe the scope of activities they cover in the supporting narrative below.)</i>

	<p>The Recipient or a project partner participates in a State/Regional/Local comprehensive plan to promote equal opportunity, including removing barriers to hire and preventing harassment on work sites, and that plan demonstrates action to create an inclusive environment with a commitment to equal opportunity, including:</p> <ul style="list-style-type: none"> a. affirmative efforts to remove barriers to equal employment opportunity above and beyond complying with Federal law; b. proactive partnerships with the U.S. Department of Labor’s Office of Federal Contract Compliance Programs to promote compliance with EO 11246 Equal Employment Opportunity requirements and meet the requirements as outlined in the Notice of Funding Opportunity to make good faith efforts to meet the goals of 6.9 percent of construction project hours being performed by women and goals that vary based on geography for construction work hours and for work being performed by people of color; c. no discriminatory use of criminal background screens and affirmative steps to recruit and include those with former justice involvement, in accordance with the Fair Chance Act and equal opportunity requirements; d. efforts to prevent harassment based on race, color, religion, sex, sexual orientation, gender identity, and national origin; e. training on anti-harassment and third-party reporting procedures covering employees and contractors; and f. maintaining robust anti-retaliation measures covering employees and contractors. <p><i>(Describe the equal opportunity plan in the supporting narrative below.)</i></p>
X	<p>The Recipient has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i></p>

2. Supporting Narrative.

The Office of Community Wealth Building (OCWB) was established by Former Mayor Dwight C. Jones in the spring of 2014 and operated as a first-of-its-kind City office in the nation. In December 2015, City Council enacted Former Mayor Jones’s proposal to establish the Office of Community Wealth Building as a permanent department. OCWB was recommended by the Anti-Poverty Commission and was later developed into the Maggie L. Walker Initiative for Expanding Opportunity and Fighting Poverty. The creation of the Office of Community Wealth Building was one of the central recommendations of the Commission.

ATTACHMENT F
CRITICAL INFRASTRUCTURE SECURITY AND RESILIENCE

1. Efforts to strengthen the Security and Resilience of Critical Infrastructure against both Physical and Cyber Threats.

The Recipient states that rows marked with “X” in the following table are accurate:

X	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.
	For projects in floodplains: The Recipient appropriately considered whether the project was upgraded consistent with the Federal Flood Risk Management Standard, to the extent consistent with current law, in Executive Order 14030, Climate-Related Financial Risk (86 FR 27967), and Executive Order 13690, Establishing a Federal Flood Risk Management Standard and a Process for Further Solicit and Considering Stakeholder Input (80 FR 6425).

2. Supporting Narrative.

The City of Richmond has demonstrated an effort to consider and address physical and cyber security risks through its Department of Information Technology as well as the Department of Public Works.