

INTRODUCED: November 13, 2017

AN ORDINANCE No. 2017-211

To authorize the Chief Administrative Officer, for and on behalf of the City of Richmond, to execute a Standard Project Administration Agreement between the City of Richmond and the Virginia Department of Transportation to provide funding for the Richmond Signal System (West - North - East) project.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: DEC 11 2017 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, be and is hereby authorized to execute a Standard Project Administration Agreement between the City of Richmond and the Virginia Department of Transportation to provide funding for the Richmond Signal System (West - North - East) project. The Standard Project Administration Agreement shall be approved as to form by the City Attorney and shall be substantially in the form of the document attached to this ordinance.

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

AYES: 9 NOES: 0 ABSTAIN: _____

ADOPTED: DEC 11 2017 REJECTED: _____ STRICKEN: _____



CITY OF RICHMOND
INTRACITY CORRESPONDENCE

O & R REQUEST
4-2085
OCT 4 2017
Office of the
Chief Administrative Officer

O&R REQUEST

DATE: September 27, 2017

EDITION: 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor

Handwritten signature and date: JB 11/7/17

THROUGH: Selena Cuffee-Glenn; Chief Administrative Officer

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

THROUGH: Bobby Vincent, Director of Public Works

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

Handwritten signatures and initials

THROUGH: Michael B. Sawyer, P.E, City Transportation Engineer

Handwritten initials: MBS

FROM: Enrique Burgos, P.E., Richmond Signal Systems Engineer

Handwritten initials: EB

RECEIVED

NOV 07 2017

OFFICE OF CITY ATTORNEY

RE: TO AUTHORIZE THE CHIEF ADMINISTRATIVE OFFICER OR DESIGNEE TO EXECUTE A STANDARD CITY/STATE PROJECT ADMINISTRATION AGREEMENT FOR THE RICHMOND SIGNAL SYSTEM WEST-NORTH-EAST PROJECT (UPC - 105890).

ORD. or RES. No. _____

PURPOSE: To authorize the Chief Administrative Officer or designee, for and on behalf of the City of Richmond, to execute a standard City/State project administration agreement for the Richmond Signal System (West-North-East) Project.

REASON: The Virginia Department of Transportation (VDOT) requests that the City enter into an agreement for the development and administration of the Richmond Signal System West-North-East Project.

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

BACKGROUND: On December 4, 2015, President Obama signed the Fixing America's Surface Transportation (FAST) Act (Pub. L. No. 114-94) into law—the first federal law in over a decade to provide long-term funding certainty for surface transportation infrastructure planning and investment. The FAST Act authorizes \$305 billion over fiscal years 2016 through 2020 for highway and motor

vehicle safety, public transportation, motor carrier safety, hazardous materials safety, rail, and research, technology, and statistics programs. The FAST Act maintains our focus on safety, keeps intact the established structure of the various highway-related programs we manage, continues efforts to streamline project delivery and, for the first time, provides a dedicated source of federal dollars for freight projects. With the enactment of the FAST Act, states and local governments are now moving forward with critical transportation projects with the confidence that they will have a federal partner over the long term.

This legislation provides also for Congestion Mitigation and Air Quality Improvement (CMAQ) Program funding which was implemented to support surface transportation projects and other related efforts that contribute air quality improvements and provide congestion relief. This program is managed by the Richmond Regional Transportation Planning Organization (RRTPO) given them the opportunity to recommend projects that have a positive impact on the region.

As part of this program, the City applied for a grant to extend the Richmond Signal System (RSS) to the west, north and east of the City. The Department of Public Works (DPW) manages and maintains 475 signalized intersections, of which 400 are already part of the RSS. Throughout this project, DPW will be able to communicate with each of the traffic in the City boundaries. The RSS will have its largest impact behind the scenes. Once the program is fully completed, the City will have an integrated system that will allow city staff to communicate with the entire traffic signal system from the City's Traffic Control Center (TCC) located at City Hall and Traffic Signal Shop. This will enable staff to address transportation issues on a real-time basis. If a complaint is received, that complaint can be investigated immediately without having to wait for a technician to reach the intersection. In today's environment, technicians are sent out to a traffic signal to investigate all calls that are received. Once the new system is in place, technicians would only be dispatched on those occasions when the problem could not be fixed remotely. This allows the technicians more time to address preventive maintenance issues, which will in turn reduce the number of complaints that are received. Additionally, the new system will have built-in alarms that automatically notify staff when there is a problem (such as a signal being on flash or a vehicle detector not working).

The combination of the current intersection status with views of the roadway network from both CCTV cameras and video detection cameras will allow engineers to make timing adjustments to better accommodate the traffic flow. These adjustments can be in response to either recurring daily congestion patterns or an incident that is diverting traffic. The system will provide the ability to address changes in traffic demands to keep traffic moving as smoothly as possible. As a result of the traffic signals communicating with the TCC, timing patterns that have been programmed at each signalized intersection will operate as intended. When the TCC has the ability to set the clock at each intersection to exactly the same time, better synchronization of the traffic lights can be achieved.

The Richmond Signal System West-North-East Project will allow for the integration of around 75 traffic signal intersections located in the West, North and East of the City to our new traffic management software. The project provides installation of new conduits, fiber optic cable, CCTV cameras and traffic signal controllers.

The RRTPO has recommended the State to fund this project through the CMAQ Funds which are included in the FY 18-20 Transportation Improvement Program (TIP). The total project estimate is \$6,312,350, funded thru federal funds which is 100% reimbursable.

FISCAL IMPACT/COST: None.

FISCAL IMPLICATIONS: Not accepting these funds will result in a loss of potential revenue and in foregoing or paying for safety improvements with city funds.

BUDGET AMENDMENT NECESSARY: No.

REVENUE TO CITY: \$6,312,350 federal reimbursable funds.

DESIRED EFFECTIVE DATE: Upon adoption.

REQUESTED INTRODUCTION DATE: November 13, 2017

CITY COUNCIL PUBLIC HEARING DATE: December 11, 2017

REQUESTED AGENDA: Consent Agenda

RECOMMENDED COUNCIL COMMITTEE: Land Use, Housing and Transportation Standing Committee (LUHT) November 21, 2017

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 (Selena Cuffee-Glenn); Acting Deputy Chief Administrative Officer of Operating (Robert C. Steidel); and City Attorney (2).

RELATIONSHIP TO EXISTING ORD. OR RES.: None

REQUIRED CHANGES TO WORK PROGRAM(S): Routine maintenance costs are expected in the future years after construction is completed.

ATTACHMENTS: Standard Project Administration Agreement

STAFF: Michael B. Sawyer, City Transportation Engineer, (646-3435)
Enrique Burgos, Signal Systems Engineer, (646-6337)

STANDARD PROJECT ADMINISTRATION AGREEMENT
Federal-aid Projects

Project Number	UPC	Local Government
U000-127-895	105890	City of Richmond

THIS AGREEMENT, made and executed in triplicate this 12th day of February, 20 18, by and between the City of Richmond, Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY has expressed its desire to administer the work described in Appendix A, and such work for each improvement shown is hereinafter referred to as the Project; and

WHEREAS, the funds shown in Appendix A have been allocated to finance each Project; and

WHEREAS, the LOCALITY is committed to the development and delivery of each Project described in Appendix A in an expeditious manner; and;

WHEREAS, both parties have concurred in the LOCALITY's administration of the phase(s) of work for the respective Project(s) listed in Appendix A in accordance with applicable federal, state, and local law and regulations.

NOW THEREFORE, in consideration of the mutual premises contained herein, the parties hereto agree as follows:

1. The LOCALITY shall:
 - a. Be responsible for all activities necessary to complete the noted phase(s) of each Project shown in Appendix A, except for activities, decisions, and approvals which are the responsibility of the DEPARTMENT, as required by federal or state laws and regulations or as otherwise agreed to, in writing, between the parties. Each Project will be designed and constructed to meet or exceed current American Association of State Highway and Transportation Officials standards or supplementary standards approved by the DEPARTMENT
 - b. Meet all funding obligation and expenditure timeline requirements in accordance with all applicable federal and state laws and regulations, and Commonwealth Transportation Board and DEPARTMENT policies and as identified in Appendix A to this Agreement. Noncompliance with this requirement can result in deallocation of the funding, rescinding of state funding match, termination of this Agreement, or DEPARTMENT denial of future requests to administer projects by the LOCALITY.

- c. Receive prior written authorization from the DEPARTMENT to proceed with preliminary engineering, right-of-way acquisition and utility relocation, and construction phases of each Project.
- d. Administer the project(s) in accordance with guidelines applicable to Locally Administered Projects as published by the DEPARTMENT.
- e. Maintain accurate and complete records of each Project's development and documentation of all expenditures and make such information available for inspection or auditing by the DEPARTMENT. Records and documentation for items for which reimbursement will be requested shall be maintained for no less than three (3) years following acceptance of the final voucher on each Project.
- f. No more frequently than monthly, submit invoices with supporting documentation to the DEPARTMENT in the form prescribed by the DEPARTMENT. The supporting documentation shall include copies of related vendor invoices paid by the LOCALITY and an up-to-date project summary and schedule tracking payment requests and adjustments. A request for reimbursement shall be made within 90 days after any eligible project expenses are incurred by the Locality. For federally funded projects and pursuant to 2 CFR 200.338, Remedies for Noncompliance, violations of the provision may result in the imposition of sanctions including but not limited to possible denial or delay of payment of all or a part of the costs associated with the activity or action not in compliance.
- g. Reimburse the DEPARTMENT all Project expenses incurred by the DEPARTMENT if, due to action or inaction solely by the LOCALITY, federally funded Project expenditures incurred are not reimbursed by the Federal Highway Administration (FHWA), or reimbursements are required to be returned to the FHWA, or in the event the reimbursement provisions of Section 33.2-214 or Section 33.2-331 of the Code of Virginia, 1950, as amended, or other applicable provisions of federal, state, or local law or regulations require such reimbursement.
- h. On Projects that the LOCALITY is providing the required match to state or federal funds, pay the DEPARTMENT the LOCALITY's match for eligible Project expenses incurred by the DEPARTMENT in the performance of activities set forth in paragraph 2.a.
- i. Administer the Project in accordance with all applicable federal, state, or local laws and regulations. Failure to fulfill legal obligations associated with the project may result in forfeiture of federal or state-aid reimbursements
- j. Provide certification by a LOCALITY official that all LOCALITY administered Project activities have been performed in accordance with all federal, state, and local laws and regulations. If the locality expends over

\$750,000 annually in federal funding, such certification shall include a copy of the LOCALITY's single program audit in accordance with 2 CFR 200.501, Audit Requirements.

- k. If legal services other than that provided by staff counsel are required in connection with condemnation proceedings associated with the acquisition of Right-of-Way, the LOCALITY will consult the DEPARTMENT to obtain an attorney from the list of outside counsel approved by the Office of the Attorney General. Costs associated with outside counsel services shall be reimbursable expenses of the project.
 - l. For Projects on facilities not maintained by the DEPARTMENT, provide, or have others provide, maintenance of the Project upon completion, unless otherwise agreed to by the DEPARTMENT.
 - m. Ensure compliance with the provisions of Title VI of the Civil Rights Act of 1964, regulations of the United States Department of Transportation (USDOT), Presidential Executive Orders and the Code of Virginia relative to nondiscrimination.
2. The DEPARTMENT shall:
- a. Perform any actions and provide any decisions and approvals which are the responsibility of the DEPARTMENT, as required by federal and state laws and regulations or as otherwise agreed to, in writing, between the parties and provide necessary coordination with the FHWA as determined to be necessary by the DEPARTMENT.
 - b. Upon receipt of the LOCALITY's invoices pursuant to paragraph 1.f., reimburse the LOCALITY the cost of eligible Project expenses, as described in Appendix A. Such reimbursements shall be payable by the DEPARTMENT within 30 days of an acceptable submission by the LOCALITY.
 - c. If appropriate, submit invoices to the LOCALITY for the LOCALITY's share of eligible project expenses incurred by the DEPARTMENT in the performance of activities pursuant to paragraph 2.a.
 - d. Audit the LOCALITY's Project records and documentation as may be required to verify LOCALITY compliance with federal and state laws and regulations.
 - e. Make available to the LOCALITY guidelines to assist the parties in carrying out responsibilities under this Agreement.

3. Appendix A identifies the funding sources for the project, phases of work to be administered by the LOCALITY, and additional project-specific requirements agreed to by the parties. There may be additional elements that, once identified, shall be addressed by the parties hereto in writing, which may require an amendment to this Agreement.
4. If designated by the DEPARTMENT, the LOCALITY is authorized to act as the DEPARTMENT's agent for the purpose of conducting survey work pursuant to Section 33.2-1011 of the Code of Virginia, 1950, as amended.
5. Nothing in this Agreement shall obligate the parties hereto to expend or provide any funds in excess of funds agreed upon in this Agreement or as shall have been included in an annual or other lawful appropriation. In the event the cost of a Project is anticipated to exceed the allocation shown for such respective Project on Appendix A, both parties agree to cooperate in providing additional funding for the Project or to terminate the Project before its costs exceed the allocated amount, however the DEPARTMENT and the LOCALITY shall not be obligated to provide additional funds beyond those appropriated pursuant to an annual or other lawful appropriation.
6. Nothing in this Agreement shall be construed as a waiver of the LOCALITY's or the Commonwealth of Virginia's sovereign immunity.
7. The Parties mutually agree and acknowledge, in entering this Agreement, that the individuals acting on behalf of the Parties are acting within the scope of their official authority and the Parties agree that neither Party will bring a suit or assert a claim against any official, officer, or employee of either party, in their individual or personal capacity for a breach or violation of the terms of this Agreement or to otherwise enforce the terms and conditions of this Agreement. The foregoing notwithstanding, nothing in this subparagraph shall prevent the enforcement of the terms and conditions of this Agreement by or against either Party in a competent court of law.
8. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than the Parties, rights as a third party beneficiary hereunder, or authorize any person or entity, not a party hereto, to maintain any action for, without limitation, personal injury, property damage, breach of contract, or return of money, or property, deposit(s), cancellation or forfeiture of bonds, financial instruments, pursuant to the terms of this Agreement or otherwise. Notwithstanding any other provision of this Agreement to the contrary, unless otherwise provided, the Parties agree that the LOCALITY or the DEPARTMENT shall not be bound by any agreements between either party and other persons or entities concerning any matter which is the subject of this Agreement, unless and until the LOCALITY or the DEPARTMENT has, in writing, received a true copy of such agreement(s) and has affirmatively agreed, in writing, to be bound by such Agreement.

- 9 This Agreement may be terminated by either party upon 30 days advance written notice. Eligible Project expenses incurred through the date of termination shall be reimbursed in accordance with paragraphs 1.f, 1.g., and 2.b, subject to the limitations established in this Agreement and Appendix A. Upon termination, the DEPARTMENT shall retain ownership of plans, specifications, and right of way, unless all state and federal funds provided for the Project have been reimbursed to the DEPARTMENT by the LOCALITY, in which case the LOCALITY will have ownership of the plans, specifications, and right of way, unless otherwise mutually agreed upon in writing.
10. Prior to any action pursuant to paragraphs 1.b or 1.g of this Agreement, the DEPARTMENT shall provide notice to the LOCALITY with a specific description of the breach of agreement provisions. Upon receipt of a notice of breach, the LOCALITY will be provided the opportunity to cure such breach or to provide a plan to cure to the satisfaction to the DEPARTMENT. If, within sixty (60) days after receipt of the written notice of breach, the LOCALITY has neither cured the breach, nor is diligently pursuing a cure of the breach to the satisfaction of the DEPARTMENT, then upon receipt by the LOCALITY of a written notice from the DEPARTMENT stating that the breach has neither been cured, nor is the LOCALITY diligently pursuing a cure, the DEPARTMENT may exercise any remedies it may have under this Agreement.

THE LOCALITY and DEPARTMENT acknowledge and agree that this Agreement has been prepared jointly by the parties and shall be construed simply and in accordance with its fair meaning and not strictly for or against any party.

THIS AGREEMENT, when properly executed, shall be binding upon both parties, their successors, and assigns.

THIS AGREEMENT may be modified in writing by mutual agreement of both parties.

IN WITNESS WHEREOF, each party hereto has caused this Agreement to be executed as of the day, month, and year first herein written.

City of Richmond, VIRGINIA:

APPROVED AS TO FORM





Selena C. Jones-Gleason

Assistant City Attorney

Typed or printed name of signatory

es
mas

Chief Administrative Officer Date 1/5/18

Donette A. Williams Date 1/5/2018
Signature of Witness

NOTE: The official signing for the LOCALITY must attach a certified copy of his or her authority to execute this Agreement.

COMMONWEALTH OF VIRGINIA, DEPARTMENT OF TRANSPORTATION:

 Date 2/12/18
Chief of Policy

Commonwealth of Virginia
Department of Transportation

Brenda Couch Date 2/12/2018
Signature of Witness

Attachments

Appendix A (UPC 105890)

Appendix A

Project Number: U000-127-895 UPC: 105890 CFDA # 20.205 Locality: City of Richmond

Project Location ZIP+4: 23219-1907	Locality DUNS# 003133840	Locality Address (incl ZIP+4): 900 East Broad Street Richmond, VA 23219-1907
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Project Narrative

Scope:	SIGNAL SYSTEM		
From:	WEST RICHMOND		
To:	EAST RICHMOND		
Locality Project Manager Contact Info:	Enrique Burgos 804-646-8337	Enrique.Burgos@richmondgov.com	
Department Project Coordinator Contact Info:	Mohammed Aziz 804-441-1623	Mohammed.Aziz@vdot.virginia.gov	

Project Estimates

	Preliminary Engineering	Right of Way and Utilities	Construction	Total Estimated Cost
Estimated Locality Project Expenses	\$975,772	\$0	\$5,249,170	\$6,224,942
Estimated VDOT Project Expenses	\$24,228		\$63,180	\$87,408
Estimated Total Project Costs	\$1,000,000		\$5,312,350	\$6,312,350

Project Cost and Reimbursement

Phase	Estimated Project Costs	Funds type <small>(Choose from drop down box)</small>	Local % Participation for Funds Type	Local Share Amount	Maximum Reimbursement (Estimated Cost - Local Share)	Estimated Reimbursement to Locality (Max. Reimbursement - Est VDOT Expenses)
Preliminary Engineering	\$1,000,000	CMAQ	0%	\$0	\$1,000,000	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total PE	\$1,000,000			\$0	\$1,000,000	\$975,772
Right of Way & Utilities			0%	\$0	\$0	
				\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total RW	\$0			\$0	\$0	\$0
Construction	\$5,312,350	CMAQ	0%	\$0	\$5,312,350	
			0%	\$0	\$0	
				\$0	\$0	
				\$0	\$0	
Total CN	\$5,312,350			\$0	\$5,312,350	\$5,249,170
Total Estimated Cost	\$6,312,350			\$0	\$6,312,350	\$6,224,942

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)	\$6,312,350
Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)	\$6,224,942

Project Financing

CMAQ					Aggregate Allocations
\$6,312,350					\$6,312,350

Program and Project Specific Funding Requirements

- This project shall be administered in accordance with VDOT's Locality Administered Projects Manual
- The project will be constructed and maintained in accordance with VDOT's Urban Manual and Urban Construction Initiative Program Administration Guide
- In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality shall complete project scoping on or before 6/1/19.
- This is a limited funds project. The Locality shall be responsible for any additional funding in excess of \$6,312,350 (if applicable)
- Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the Six Year Improvement Program
- This project is funded with federal-aid Congestion Mitigation and Air Quality Program (CMAQ) funds. These funds must be obligated within 12 months of allocation and expended within 36 months of the obligation.

Enrique Burgos 1/4/18
Authorized Locality Official and Date

Enrique Burgos
Typed or printed name of person signing

Mohammed Aziz 1/4/18
Authorized VDOT Official and Date

Mohammed Aziz
Typed or printed name of person signing