

INTRODUCED: September 13, 2021

AN ORDINANCE No. 2021-231

To authorize the Chief Administrative Officer to accept \$14,800.00 from the Virginia Department of Rail and Public Transportation and to appropriate the increase to the Fiscal Year 2021-2022 Special Fund Budget by increasing estimated revenues and the amount appropriated to the Department of Public Works' Shared Mobility Special Fund by \$14,800.00 for the purpose of funding an intern position to assist with the expansion of the City's multimodal infrastructure.

Patron – Mayor Stoney

Approved as to form and legality
by the City Attorney

PUBLIC HEARING: SEP 27 2021 AT 6 P.M.

THE CITY OF RICHMOND HEREBY ORDAINS:

§ 1. That the Chief Administrative Officer is authorized to accept funds in the amount of \$14,800.00 from the Virginia Department of Rail and Public Transportation for the purpose of funding an intern position to assist with the expansion of the City's multimodal infrastructure.

§ 2. That the funds received from the Virginia Department of Rail and Public Transportation are hereby appropriated to the Special Fund Budget for the fiscal year commencing July 1, 2021, and ending June 30, 2022, by increasing estimated revenues by

AYES: 9 NOES: 0 ABSTAIN: _____

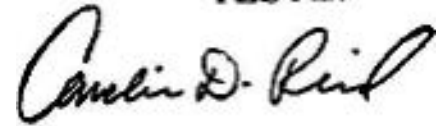
ADOPTED: SEP 27 2021 REJECTED: _____ STRICKEN: _____

\$14,800.00, increasing the amount appropriated for expenditures by \$14,800.00, and allotting to the Department of Public Works' Shared Mobility Special Fund the sum of \$14,800.00 for the purpose of funding an intern position to assist with the expansion of the City's multimodal infrastructure.

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

A TRUE COPY:

TESTE:

A handwritten signature in black ink, appearing to read "Camille D. Reed". The signature is written in a cursive style with a large initial "C".

City Clerk



CITY OF RICHMOND

INTRACITY CORRESPONDENCE

O&R REQUEST

DATE: August 13, 2021 **EDITION:** 1

TO: The Honorable Members of City Council

THROUGH: The Honorable Levar M. Stoney, Mayor

THROUGH: J.E. Lincoln Saunders, Acting Chief Administrative Officer

THROUGH: Sheila White, Director of Finance

THROUGH: Jason May, Interim Director, Budget & Strategic Planning

THROUGH: Robert Steidel, DCAO, Operations

FROM: Bobby Vincent Jr., Director of Public Works

SUBJECT: TO AUTHORIZE THE CHIEF ADMINISTRATIVE OFFICER TO ACCEPT FUNDS IN THE AMOUNT OF \$18,500 FROM THE DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION AND TO APPROPRIATE THE GRANT FUNDS RECEIVED TO THE FISCAL YEAR 2021-2022 SPECIAL FUND BUDGET BY INCREASING ESTIMATED REVENUES AND THE AMOUNT APPROPRIATED TO THE DEPARTMENT OF PUBLIC WORKS SHARED MOBILITY SPECIAL FUND BY \$18,500 FOR THE PURPOSE OF HIRING AN MULTIMODAL INTERN.

ORD. OR RES. No. _____

PURPOSE: To amend the FY2022 Special Fund budget, Ordinance 2021-041 and to authorize the Acting Chief Administrative Officer to execute a standard City/State project administration agreement accepting funds in the amount of \$14,800 to hire an intern in the Office of Equitable Transit and Mobility.

REASON: The Department of Rail and Public Transportation annually considers applications for projects through the Commonwealth Transportation Board (CTB). The CTB selected this project based on a competitive statewide application process and is included in the DRPT Six-Year Improvement Program.

RECOMMENDATION: Approval is recommended by the City Administration.

BACKGROUND: The Office of Equitable Transit and Mobility is seeking an intern to assist with expanding and enhancing the city's multimodal infrastructure. This intern will aid in the expansion of RVA Bikeshare, Transportation Demand Management, and support current staff with efforts to enhance community feedback for all projects.

FISCAL IMPACT TO CITY/COST: Local match of \$3,700 is funded from the OETM Shared Mobility special fund account.

FISCAL IMPLICATIONS: Not accepting these funds will result in the Office of Equitable Transit and Mobility not implementing an internship program in the City.

BUDGET AMENDMENT NECESSARY: Yes

REVENUE TO THE CITY: \$14,800 reimbursable funds

DESIRED EFFECTIVE DATE: Upon adoption

REQUESTED INTRODUCTION DATE: September 13, 2021

CITY COUNCIL PUBLIC HEARING: September 27, 2021

REQUESTED AGENDA: Consent

RECOMMENDED COUNCIL COMMITTEE: Land Use, Housing and Transportation Standing Committee (LUHT) September 21, 2021

CONSIDERATION BY OTHER GOVERNMENTAL ENTITIES: N/A

AFFECTED AGENCIES: Department of Public Works

RELATIONSHIP TO EXISTING ORD. OR RES.: None.

REQUIRED CHANGES TO WORK PROGRAM(S): N/A

ATTACHMENTS: Department of Rail and Public Transportation Funds Project Agreement

STAFF: Dironna Moore Clarke, DPW (646-3074)

**Project Agreement for Use of
Commonwealth Transportation Funds
Fiscal Year 2022
Six Year Improvement Program Approved Project
Project Number 71222-05**

This Project Agreement by and between the Commonwealth of Virginia Department of Rail and Public Transportation ("Department") and the City of Richmond ("Grantee") (collectively, the "Parties"), is for the provision of funding the Project, and is made and entered into on the date this document is signed by the last signing party.

WHEREAS, on February 1, 2021, the Grantee submitted an Application for the Project; and

WHEREAS, the Department has approved funding for the Project; and on June 23, 2021, the CTB allocated funding for the Project; and

WHEREAS, the Parties wish to define the extent of the Project, the responsibilities of the Parties, the manner of performing the necessary work, the method and time of payment, and other terms and conditions associated with the Project.

NOW, THEREFORE, in consideration of the covenants and agreements set forth, and other good and valuable consideration, the sufficiency of which is acknowledged, the Parties agree as follows:

ARTICLE 1. SCOPE OF WORK, TERM AND BUDGET

1. Under the terms of this Project Agreement, the Grantee shall:
 - a. Hire one intern to work for the Grantee in a public transportation capacity.
2. The Department agrees to provide funding as detailed below:
 - a. State grant funding in the amount of \$14,800 for the Project approved in the Fiscal Year 2022 Six Year Improvement Program. Details concerning this funding are contained in Appendix 1, which is attached and made a part of this Project Agreement.
3. The Project Agreement may be amended upon written agreement of the Parties prior to the Project Expiration Date identified in Appendix 1.
4. The Grantee acknowledges that state grant funding for this grant is subject to appropriation by the General Assembly and allocation by the CTB.

**ARTICLE 2. INCORPORATION OF MASTER AGREEMENT
FOR USE OF COMMONWEALTH TRANSPORTATION FUNDS**

The Master Agreement for Use of Commonwealth Transportation Funds agreed and executed by the Parties dated June 1, 2020 ("Master Agreement"), is hereby incorporated by reference as if set out in full herein. Terms not defined in this Project Agreement are defined in the Master Agreement.

IN TESTIMONY THEREOF, the Department and the Grantee have caused this Agreement to be executed, each by its duly authorized officers.

DEPARTMENT OF RAIL AND PUBLIC TRANSPORTATION

By: _____
Director

Date Signed: _____

THE CITY OF RICHMOND, VIRGINIA

By: _____

Title: Acting Chief Administrative Officer

Date Signed: _____

Approved as to Form:

Andrew R.

Appendix I

Grantee: City of Richmond

Project: Hire One Public Transportation Intern to Work for the Grantee

Public Transportation Intern Project Agreement

Project Number: 71222-05

Project Start Date: July 1, 2021

Project Expiration Date: December 31, 2022

Fund Code		Item Amount
477	Grant Amount (State share of Project cost - 80%)	\$14,800
1400	Local expense (share of Project cost - 20%)	\$ 3,700
	Total Project Expense	\$18,500

In no event shall this grant exceed \$14,800.