



SUBJECT: ACCEPTING AND APPROPRIATING \$479,600 FROM THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION; APPROVING THE SCOPE OF WORK AND BUDGET FOR THE SAFE STREETS FOR ALL ACTION PLAN PROJECT; AMENDING THE BUDGET FOR THE COMMUNITY TRANSPORTATION GRANT MATCH PROJECT; AND AUTHORIZING THE MANAGER TO ENTER INTO AN AGREEMENT WITH THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION.

AGENDA OF: September 26, 2023

ASSEMBLY ACTION: Adopted without objection 10/03/23 - BJH

AGENDA ACTION REQUESTED: Introduce and set for public hearing.

Route To	Signatures
Originator	<div style="text-align: center;">  X  <small>Signed by: Brad Sworts</small> </div>
Public Works Department Director	<div style="text-align: center;"> X Tom Adams, P E <small>Signed by: Tom Adams</small> <small>9/11/2023</small> </div>
Finance Director	<div style="text-align: center;"> X Cheyenne Heindel <small>Signed by: Cheyenne Heindel</small> <small>9/12/2023</small> </div>
Borough Attorney	<div style="text-align: center;"> X Nicholas Spiropoulos <small>Signed by: Nicholas Spiropoulos</small> <small>9/12/2023</small> </div>
Borough Manager	<div style="text-align: center;"> X Michael Brown <small>Signed by: Michael Brown</small> <small>9/13/2023</small> </div>
Borough Clerk	<div style="text-align: center;"> X Lonnie McKechnie <small>Signed by: Lonnie McKechnie</small> <small>9/13/2023</small> </div>

ATTACHMENT (S) : Grant agreement (12 pp)
 Ordinance Serial No. 23-090 (2 pp)
 Resolution Serial No. 23-094 (2 pp)

SUMMARY STATEMENT:

On September 6, 2022, an Information Memorandum was presented to the Assembly notifying them of a grant application being submitted under the Safe Streets and Roads for all grant program.

Borough staff have been notified that the grant application has been approved for \$479,600, to fund the development of a Safe

Streets Action Plan.

With the adoption of OR 22-123 on November 22, 2022, the Assembly appropriated funds received from the U.S. Department of the Treasury, American Rescue Plan, into project 35473-8400-8401, eligible for use as non-federal grant match for community transportation projects. \$119,900 is available in this project to meet the Borough's match requirement for the Safe Streets for All Action Plan project.

RECOMMENDATION OF ADMINISTRATION: Approve legislation as presented.

**MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE**

Agenda Date: September 26, 2023

SUBJECT: ACCEPTING AND APPROPRIATING \$479,600 FROM THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION; APPROVING THE SCOPE OF WORK AND BUDGET FOR THE SAFE STREETS FOR ALL ACTION PLAN PROJECT; AMENDING THE BUDGET FOR THE COMMUNITY TRANSPORTATION GRANT MATCH PROJECT; AND AUTHORIZING THE MANAGER TO ENTER INTO AN AGREEMENT WITH THE U.S. DEPARTMENT OF TRANSPORTATION, FEDERAL HIGHWAY ADMINISTRATION.

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT YES NO
AMOUNT REQUESTED \$599,500	FUNDING SOURCE Grant/Grant Match
FROM ACCOUNT # 430.000.000 4XX.XXX	PROJECT# 35473-8400-8401
TO ACCOUNT : 430.000.000 3XX.XXX	PROJECT # 35002
VERIFIED BY: _____ <small>9 / 1 2 / 2 0 2 3</small> X <u>L i e s e l W e i l a n d</u> <small>S i g n e d b y : L i e s e l W e i l a n d</small>	CERTIFIED BY:
DATE: 9/12/2023	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2023	FY2024	FY2025	FY2026	FY2027	FY2028
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		599.5				
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund						
State/Federal Funds		479.6				
Other		119.9				
TOTAL		599.5				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____

DEPARTMENT: _____ DATE: _____

9 / 1 2 / 2 0 2 3

APPROVED BY:

X C h e y e n n e H e i n d e l

DATE:

S i g n e d b y : C h e y e n n e H e i n d e l

- 1. **Award No.** 693JJ32340352
- 2. **Effective Date**
See No. 17 Below
- 3. **Assistance Listings No.**
20.939
- 4. **Award To**
Matanuska-Susitna Borough
350 E. Dahlia Avenue
Palmer, Alaska 99645

Unique Entity Id.: QRK7LJ2Y3RJ1
TIN No.: 92- 0030816
- 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
- 6. **Period of Performance**
Effective Date of Award –
December 31, 2025
- 7. **Total Amount**
Federal Share: \$479,600.00
Recipient Share: \$0
Other Federal Funds: \$119,900.00
Other Funds: \$0
Total: \$599,500.00
- 8. **Type of Agreement**
Grant
- 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”)
- 10. **Procurement Request No.** HSSP230492PR
- 11. **Federal Funds Obligated**
\$479,600
- 12. **Submit Payment Requests To**
See article 20.
- 13. **Payment Office**
See article 20.

14. Accounting and Appropriations Data
15X0173E50.0000.055SR10500.5592000000.41010.61006600

15. Description of Project
SS4A grant funds Matanuska-Susitna Borough, AK

RECIPIENT

16. Signature of Person Authorized to Sign

FEDERAL HIGHWAY ADMINISTRATION

17. Signature of Agreement Officer

Signature Date
Name: Michael Brown
Title: Borough Manager

Signature Date
Name: Ernest Burnett
Title: Agreement Officer

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 Matanuska-Susitna Borough (the “Recipient”).

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All (“SS4A”) Grant for the Matanuska-Susitna Safe Streets for All Action Plan

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 March 28, 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: Matanuska-Susitna Safe Streets for all Action Plan

Application Date: September 15, 2022

2.2 Award Amount.

SS4A Grant Amount: \$479,600.00

2.3 Award Dates.

Period of Performance End Date: See Section 6 on page 1

2.4 Budget Period

Budget Period End Date: See Section 6 on page 1

2.5 Action Plan Grant or Implementation Grant Designation.

Designation: 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 Matanuska-Susitna Borough to develop a comprehensive safety action plan.

3.2 Project's Estimated Schedule.

ACTION PLAN SCHEDULE

Milestone	Schedule Date
Planned Draft Action Plan Completion Date:	March 31, 2024
Planned Action Plan Completion Date:	June 30, 2024
Planned Action Plan Adoption Date:	August 20, 2024
Planned SS4A Final Report Date:	November 30, 2024

3.3 Project’s Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$479,600.00
Other Federal Funds:	\$119,900.00
State Funds:	\$0
Local Funds:	\$0
In-Kind Match:	\$0
Other Funds:	\$0
Total Eligible Project Cost:	\$599,500.00

**The borough cost share is funded by the U.S. Treasury under the Local Assistance and Tribal Consistency Fund, that authorizes the use of the funding as the local match portion of federal grants.*

(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	\$479,600.00	\$119,900.00	\$599,500.00
Other	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Total Budget	\$479,600.00	\$119,900.00	\$599,500.00

ARTICLE 4

RECIPIENT INFORMATION

4.1 Recipient's Unique Entity Identifier.

QRK7LJ2Y3RJ1

4.2 Recipient Contact(s).

Pamela Graham
Grants Coordinator
Matanuska-Susitna Borough, Finance Department
350 E. Dahlia Avenue, Palmer Alaska 99645
(907) 861-8408
Pamela.Graham@matsugov.us

4.3 Recipient Key Personnel.

Name	Title or Position
Michael Brown	Borough Manager (signatory authority)
Brad Sworts	Pre-Design and Engineering Division Manager
Tonya Loyer	Accountant

4.4 USDOT Project Contact(s).

Stephen Parker
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) 366-4668
Stephen.parker@dot.gov

and

Ashley Cucchiarelli
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
(720) 963-3589
ashley.cucchiarelli@dot.gov

and

Ashley Cucchiarelli
Agreement Specialist (AS)
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-204
1200 New Jersey Avenue, S.E.
Washington, DC 20590
(720) 963-3589
ashley.cucchiarelli@dot.gov

and

Division Administrator
Agreement Officer's Representative (AOR)
Alaska Division
709 W 9th Street, RM 851
Juneau, AK 99802
(907) 586-7418
Alaska.FHWA@dot.gov

and

Christine McNally
Alaska Division Office Point of Contact
Transportation Specialist
709 W 9th Street, RM 851
Juneau, AK 99802
(907) 586-7148
Christine.mcnally@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/subrecipient. 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 Action Plan will be made publicly available, and the Recipient agrees that it will publish the final 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** There are no other special grant requirements for this award.

**ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION**

Study Area: The study area encompasses all 3 cities within the boundaries of the Matanuska-Susitna Borough, and includes an expanded Core Area where most of the borough population resides, please refer to the map included with the application.

Baseline Measurement Date: December 31, 2025

Baseline Report Date: December 31, 2025

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency
Equity	Percent of Funds to Underserved Communities: Funding amount (of total project amount) benefitting underserved communities, as defined by USDOT	End of period of performance
Costs	Project Costs: Quantification of the cost of each eligible project 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 projects 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: There are no changes to the scope

Schedule: There are no changes to the schedule

Budget: The budget has changed – the percent of match was incorrect, and the funding source of the match was changed, while still considered the local contribution the source has changed to reflect the use of funding from the Local Assistance and Tribal Consistency Fund, under the American Rescue Plan Act and provided through the U.S. Treasury. Funding is allowed to be used as the local share of federal grants. In addition, the application indicated that we would be billing staff time and things such as travel and supplies, this has been modified to put the entire grant and match funding into the consultant line.

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	\$479,600.00		\$479,600.00	80%
Other Federal Funds			\$119,900.00	20%
Non-Federal Funds	\$95,600.00			
Total Future Eligible Project Costs			\$599,500.00	100%
Total Project Costs	\$575,200.00		\$599,500.00	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:

	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>
	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>
	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.
X	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
	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.

N/A