

SUBJECT: APPROVE A RESOLUTION AMENDING THE SCOPE OF WORK AND BUDGET OF THE SETTLER'S BAY COASTAL PARK INTERPRETIVE TRAIL SIGNAGE GRANT, PROJECT NO. 15040, FUND 440.

AGENDA OF: MAY 18, 2021

Assembly Action:
Approved under the current agenda. 5.18.21 KBJ

MANAGER RECOMMENDATION: Present to the Assembly for consideration.

APPROVED BY MICHAEL BROWN, BOROUGH MANAGER: *MB*

Route To:	Department/Individual	Initials	Remarks
	Originator	EP/FIN	
	Finance Director	<i>CB</i>	
	Borough Attorney	<i>Spahr N.S.</i>	<i>3/4/21</i>
	Borough Clerk	<i>Spahr</i>	<i>5/11/21 KBJ</i>

ATTACHMENT(S): Fiscal Note: YES NO
 Resolution Serial No. 21-044 (2 pp)
 Grant Modification No. 1 (2 pp)

SUMMARY STATEMENT: On May 19, 2020, the Assembly adopted legislation to accept and appropriate grant funds from the Federal Highway Administration, passed through the Alaska Department of Natural Resources, for the Settler's Bay Coastal Park Interpretive Trail Signage. The scope of work and budget was also approved at that time by Resolution Serial No. 20-040.

The project is nearing completion and the grant agency has issued Modification No. 1 to the Grant Agreement. The modification is a time extension and adds \$4,389.20 of non-participating costs the borough has to provide. Attached is a resolution to amend the scope of work and budget for the additional cost requirement that is needed to complete the project.

RECOMMENDATION OF ADMINISTRATION: Approve the legislation.

MATANUSKA-SUSITNA BOROUGH
FISCAL NOTE

Agenda Date: May 18, 2021

SUBJECT: AMEND THE SCOPE OF WORK AND BUDGET FOR SETTLER'S BAY COASTAL PARK GRANT, PROJECT 15040, FUND 440.

ORIGINATOR: FINANCE

FISCAL ACTION (TO BE COMPLETED BY FINANCE)	FISCAL IMPACT <input checked="" type="radio"/> YES <input type="radio"/> NO
AMOUNT REQUESTED \$4,389. ²⁰	FUNDING SOURCE ARA / Land Mgmt. Operating
FROM ACCOUNT # 100.170.147 4XX,XXX \$3,805.20 203.170.141 4XX,XXX 584	PROJECT
TO ACCOUNT :	PROJECT #
VERIFIED BY: <i>Kim Winkler</i>	CERTIFIED BY:
DATE: 5/3/21	DATE:

EXPENDITURES/REVENUES:

(Thousands of Dollars)

OPERATING	FY2020	FY2021	FY2022	FY2023	FY2024	FY2025
Personnel Services						
Travel						
Contractual						
Supplies						
Equipment						
Land/Structures						
Grants, Claims						
Miscellaneous						
TOTAL OPERATING						

CAPITAL		4.4				
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REVENUE						
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FUNDING:

(Thousands of Dollars)

General Fund		3.8				
State/Federal Funds						
Other		.6				
TOTAL		4.4				

POSITIONS:

Full-Time						
Part-Time						
Temporary						

ANALYSIS: (Attach a separate page if necessary)

PREPARED BY: _____ PHONE: _____
 DEPARTMENT: *Chesenne Denzel* DATE: _____
 APPROVED BY: _____ DATE: *5/3/2021*



**State of Alaska Department of Natural Resources
Division of Parks and Outdoor Recreation
Recreational Trails Program Grant Agreement**

Project Title: Settlers Bay Coastal Park Interpretive Trail Signage Project Number: 1079500650

Modification Number: 1

Project Modification Narrative: This modification approves an extension of the "Final Project Report and Reimbursement Request." The new Final Project Report and Reimbursement Request due date is July 31, 2021.

Per 23 U.S.C 206(d)(2)(G), this Safety & Education Project must have been completed within the Federal Fiscal Year. The grantee was unsuccessful installing the two (2) interpretation panels by the Project End Date, September 30, 2020. To ensure this project is successfully completed within compliance of federal regulations, this modification adds Non-Participating Costs of \$4,389.20 to complete the "installation" requirement for the award.

Per 2 CFR § 200.207, the following special conditions have been imposed to allow this extension:

1. Mat-Su Borough will maintain communication with the Grants Administration and be available to respond to notices, inquires, correspondence, in a timely manner.
2. Mat-Su Borough will submit Progress Reports each quarter for the remainder of the project: April 30, 2021 and July 31, 2021.
3. Mat-Su Borough reported all federal and match expenses prior to the Project End Date, September 30, 2020. Any expenses reported after the Project End Date are considered Non-Participating Costs, and are not eligible for reimbursement. Non-Participating Costs must be reported using the Non-Participating Costs form [Appendix D-3].
4. Mat-Su Borough will complete the installation of two (2) interpretation kiosks by June 30, 2021, and submit final reporting by July 31, 2021.
5. Mat-Su Borough will receive reimbursement once the installation of two (2) interpretation panels is successful and the project is officially complete.

Organization Name: Matanuska-Susitna Borough

Tax EIN: 92-0030816

Point of Contact Name: Joseph Metzger

Address: 350 East Dahlia Avenue

Point of Contact Phone: (907) 861 - 7863

Palmer, AK 99645

Point of Contact Email Address: joseph.metzger@matsugov.us

Performance of Standards: Appendices referred to herein and attached are considered part of the agreement.

Appendix A – General Provisions:	Outlines general provisions, Articles 1 through 34 and AS 37.05.316 govern the performance of service under this agreement.
Appendix B – Grantee Performance Standards:	Sets forth grantee performance standards.
Appendix C – Project Reporting Requirements:	Sets forth project reporting requirements.
Appendix D – Financial Accounting and Requesting Reimbursement Requirements:	Sets forth financial accounting and requesting reimbursement requirements.

Period of Performance:

FHWA Approved Project Commencement Date: March 26, 2020

Project End Date: September 30, 2020

Final Project Report and Reimbursement Request Due Date: July 31, 2021

Project Funding:

Federal Award \$	<u>28,800.00</u>	Non-Participating \$	<u>4,389.20</u>
Match Requirement \$	<u>3,200.00</u>	Federal Award % /	
TOTAL Participating \$		Match Requirement %	<u>90.00% / 10.00%</u>
(Fed + Match)	<u>32,000.00</u>	TOTAL Project \$	
		(Fed + Match + Non-par)	<u>\$36,389.20</u>

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RS 21-044*



Line Item Budget for Federal Award:

Labor (Line 1000) \$	0
Travel (Line 2000) \$	0
Services (Line 3000) \$	0
Commodities (Line 4000) \$	0
Contractual (Line 5000) \$	28,800.00
Total Federal Award \$	28,800.00

Approved Budget Workbook and Task Timeline:

Task #	Scope of Work	Estimated Days to Complete
1	Contract with Alaska State Parks Interpretation and Education Section to provide a site plan and up to four interpretive panels.	165
2	Install two (2) interpretation panels.	Due June 30, 2021
3		
4		
5		
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By signing this grant agreement, both parties acknowledge that they have read and understand the terms and conditions of this grant agreement and that no changes or alternations to the agreement will be permitted unless first approved in writing from the Division of Parks and Outdoor Recreation, Grants Administration Section. Failure to follow the terms and conditions of the grant agreement may result in failure to be reimbursed for expenses and de-obligation of remaining funds.

Grantee

Administering Agency

Signature _____ Date _____
 Printed Name: Michael Brown
 Title: Borough Manager
 Phone: (907) 861-8689
 Email Address: Mike.Brown@matsugov.us

Melissa Richie Digitally signed by Melissa Richie
Date: 2021.03.05 06:22:22 -09'00'
 Signature _____ Date _____
 Printed Name: Melissa A. Richie
 Title: Administrative Operations Manager
 Phone: (907) 269 – 8700
 Email Address: Parks.RTPGrantApp@alaska.gov

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