

CITY COUNCIL AGENDA REQUEST FORM

Today's date: 01 / 09 / 18

Date of meeting 01 / 17 / 18

(City Council meetings are held the 1st and 3rd Wednesday of each month.)

Name of Citizen, Organization, Elected Official, or Department Head making request:

Sean Scoggin, Grants and Projects Administrator

Address: 1123 Lake Street, Sandpoint ID. 83864

Phone number and email address: (208) 255-7548

Authorized by: Jennifer Stapleton

name of City official

Jennifer P. Stapleton
City official's signature

(Department Heads, City Council members, and the Mayor are City officials.)

Subject: Approve agreement to install 4 ADA curb ramps

Summary of what is being requested: Approve agreement between the City and the Idaho

Department of Transportation to install 4 ADA curb ramps along the west side of 5th Avenue,

between Oak and Church Street.

The following information MUST be completed before submitting your request to the City Clerk:

1. Would there be any financial impact to the city? **Yes or No**

If yes, in what way? Any additional costs would be incurred by City if necessary. However, the

Public Works department does not foresee any additional cost.

2. Name(s) of any individual(s) or group(s) that will be directly affected by this action:

Have they been contacted?
Yes or No

3. Is there a need for a general public information or public involvement plan? **Yes or No**

If yes, please specify and suggest a method to accomplish the plan:

4. Is an enforcement plan needed? **Yes or No** Additional funds needed? **Yes or No**

5. Have all the affected departments been informed about this agenda item? **Yes or No**

This form must be submitted no later than 6 working days prior to the scheduled meeting. All pertinent paperwork to be distributed to City Council must be attached.

ITEMS WILL NOT BE AGENDIZED WITHOUT THIS FORM

**CITY OF SANDPOINT
AGENDA REPORT**

DATE: 1/9/2018

TO: MAYOR AND CITY COUNCIL

FROM: Sean Scoggin

SUBJECT: Resolution authorizing Cooperative Agreement between City of Sandpoint and Idaho Transportation Department for Project No. A020(451), FY19 Sandpoint 4 ADA Ramps

DESCRIPTION/BACKGROUND:

City Administration has been awarded grant funding through the Idaho Transportation Department for a project that will repair sidewalks and install ADA corner ramps along the west side of Fifth Avenue, between Oak and Church Street. City Council approved the application for funds on April 19, 2017 by City Resolution 17-25.

Matching funds for this project are not required, nor is it anticipated by the Public Works Department that additional project funds will be required. Project construction must be completed within 2 years from the execution of the Cooperative Agreement. This project will commence in the Spring of 2019 to ensure completion prior to the required project end date.

The Grants and Projects Administrator and Legal Department have reviewed the agreement and approve as written.

STAFF RECOMMENDATION:

Approve the City entering into a cooperative agreement with the Idaho Transportation Department.

ACTION:

Council approves the City entering into a cooperative agreement with the Idaho Transportation Department to install 4 ADA ramps along the west side of Fifth Avenue, between Oak and Church Street.

WILL THERE BE ANY FINANCIAL IMPACT?

Yes. Should the project experience cost outside the \$22,000.00 funded by ITD the City would be responsible for incurring those costs. However, the total cost of the project is anticipated to be no more than \$22,000.00.

HAS THIS ITEM BEEN BUDGETED?

No. Item will be budgeted as a Public Works grant project line item within the fiscal year the project takes place.

ATTACHMENTS:

Resolution approving cooperative agreement
Resolution 17-25
Cooperative Agreement for KN NO.20451

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

**TITLE: RESOLUTION AUTHORIZING COOPERATIVE AGREEMENT FOR
PROJECT NO. A020(451), KEY NO. 20451 (ADA CORNER RAMPS U.S.
HIGHWAY 2)**

WHEREAS: The Idaho Transportation Department, hereafter called the State, has submitted an Agreement stating obligations of the State, and the City of Sandpoint, hereafter called the City, for ADA Improvements on U.S. Highway 2, located on the west side of Fifth Avenue, between Oak Street and Church Street;

WHEREAS: The State is responsible for obtaining compliance with law, standards, and procedural policies in the development, construction and maintenance of improvements made to the Federal-aid Highway System; and

WHEREAS: The State is providing funds for this project.

THEREFORE, BE IT RESOLVED THAT: The Cooperative Agreement to construct ADA improvements on U.S. Highway 2 within city limits is hereby approved, and duly certified copies of the Resolution shall be furnished to the Idaho Transportation Department.

BE IT FURTHER RESOLVED THAT: Either the Mayor or the City Administrator is hereby authorized to sign any and all documents necessary to apply for this funding including the Cooperative Agreement for the ADA improvements on Highway 2, a copy of which is attached hereto and made a part hereof by reference as if fully incorporated herein.

Shelby Rognstad, Mayor

ATTEST:

Maree Peck, City Clerk

City Council Members:

YES NO ABSTAIN ABSENT

1. Eddy
2. Aitken
3. Williamson
4. Ruehle
5. Aispuro
6. Darling

**COOPERATIVE AGREEMENT
PROJECT NO. A020(451)
FY19 SANDPOINT 4 ADA RAMPS
BONNER COUNTY
KEY NO. 20451**

PARTIES

This Agreement is made and entered into this _____ day of _____, _____, by and between the **IDAHO TRANSPORTATION BOARD** by and through the **IDAHO TRANSPORTATION DEPARTMENT**, hereafter called the State, and the **CITY OF SANDPOINT**, hereafter called the City.

PURPOSE

The City of Sandpoint wishes to upgrade the following curb ramps within the City limits.

D1_06803
D1_06804
D1_07447
D1_07448

The State has agreed to participate in the cost of this work. This Agreement will provide for the responsibilities of the parties in this project.

Authority for this Agreement is established by Section 40-317 of the Idaho Code.

It is mutually agreed and understood by the Parties that:

SECTION I That the State will:

1. Upon execution of this Agreement and receipt of a written request from the City, pay to the City the amount of Twenty-Two Thousand Dollars (\$22,000) to be used for Americans with Disabilities Act (ADA) curb ramp improvements as identified above. The amount paid under this agreement is a lump sum payment. No additional funds will be paid for this work.
 - a. Payment will be divided into two parts. The State will pay 75% of the above-mentioned amount upon the initial written request. The remaining 25% will be paid upon the completion of the project provided that the work is completed to the State's satisfaction.
2. At its discretion, perform an inspection of the work upon notification from the City of completion of the work.

3. At its discretion, audit the project records to ensure the funds paid to the City were utilized as intended by this Agreement.

SECTION II That the City will:

1. Provide for design and construction of the improvements as identified above.
2. Design and construct the project to State Standards as defined in the current version of the Idaho Transportation Department's Design Manual, or as subsequently revised. The current Design Manual can be viewed at the following web site: <http://apps.itd.idaho.gov/apps/manuals/manualsonline.html>.
3. Provide all funding necessary for the work over and above the funds paid by the State under Section I, Paragraph 1 above.
4. Upon completion of the work:
 - a. Notify the State and provide the opportunity for inspection of the completed project by the State;
 - b. Request project acceptance by the State
 - c. Complete and submit an ITD-0288 (ADA Ramp Inspection) form for each ramp constructed. The form(s) can be either mailed to the Idaho Transportation Department, Contracting Services Section, PO Box 7129, Boise, ID 83707-1129, or sent to the following e-mail address: ITDAltContracting@itd.idaho.gov , and
 - d. Request final payment upon receipt of project acceptance by the State.
5. Maintain all project records, including source documentation for all expenditures, for a period of three (3) years from the date of final acceptance. If any litigation, claim, negotiation, or audit has been started before expiration of the three-year period, the records shall be retained until completion of the action and resolution of all issues that arise from it.
6. Comply with all other applicable State and Federal regulations.
7. Refund to the State the amount paid under this Agreement if the project is terminated prior to completion or if the project is not completed within two (2) years of the effective date of this Agreement.
8. At its own expense, correct any ramps constructed under this Agreement that do not meet ADA requirements.

9. To the extent permitted by Idaho law and as provided by the Idaho Tort Claims Act, indemnify, save harmless the State, regardless of outcome, from the expenses of and against suits, actions, claims or losses of every kind, nature and description, including costs, expenses and attorney fees that may be incurred by reason of any act or omission, neglect or misconduct of the Sponsor or its consultant in the design, construction and maintenance of the work which is the subject of this Agreement, or Sponsor's failure to comply with any state or federal statute, law, regulation or rule. Nothing contained herein shall be deemed to constitute a waiver of the State's sovereign immunity, which immunity is hereby expressly reserved.

GENERAL:

1. This Agreement shall become effective on the date the parties entered into this Agreement, and shall remain in full force and effect until amended or replaced upon the mutual written consent of both parties.

EXECUTION

This Agreement is executed for the State by its Engineering Services Division Administrator, and executed for the City by the Mayor, attested to by the City Clerk, with the imprinted corporate seal of the City of Sandpoint.

IDAHO TRANSPORTATION DEPARTMENT

Approved by Engineering Services
Division Administrator

Recommended by District Engineer

ATTEST:

CITY OF SANDPOINT

City Clerk

Mayor

By regular/special meeting held
on _____

hm:20451 COOP (ADARamps).docx

No: 17-25
Date: April 19, 2017

RESOLUTION
OF THE CITY COUNCIL
CITY OF SANDPOINT

TITLE: ADA CURB RAMP GRANT APPLICATION

WHEREAS: The Idaho Transportation Department ("ITD") offers an annual grant program for repairing sidewalk corner ramps along the State highway system, with no matching funds required from the City in order to accept and utilize these funds, should they be awarded;


WHEREAS: The City utilized this same program in 2016 in order to upgrade the corner of Pine Street and Fourth Avenue;

WHEREAS: This year, the west side of Fifth Avenue, between Oak and Church Streets, has been identified as high priority for repair;

WHEREAS: City staff had planned to seek permission to apply for this grant during City Council's April 5, 2017, meeting, but that meeting was canceled, so staff submitted the grant application in order to meet the April 6, 2017 deadline; and

WHEREAS: City Council is in full support of this grant opportunity and would have resolved to permit staff to apply, had they met on April 5, 2017.

NOW, THEREFORE, BE IT RESOLVED THAT: City Council hereby ratifies the ADA Curb Ramp Application SFY2019 that has been submitted to ITD, a copy of which is attached hereto and made a part hereof as if fully incorporated herein.



Shelby Rognstad, Mayor

ATTEST:



Maree Peck, City Clerk

City Council Members:

	YES	NO	ABSTAIN	ABSENT
1. Eddy	X			
2. Aitken	X			
3. Williamson Second	X			
4. Camp	X			
5. Ruehle	X			
6. Snedden Motion	X			