

PROGRAMMATIC PROJECT ADMINISTRATION AGREEMENT
Revenue Sharing Projects

THIS AGREEMENT, made and executed in triplicate this ____ day of _____, 20____, by and between the County of Albemarle, Virginia, hereinafter referred to as the LOCALITY and the Commonwealth of Virginia, Department of Transportation, hereinafter referred to as the DEPARTMENT.

WHEREAS, the LOCALITY may, in accordance with §33.2-357 of the *Code of Virginia* (1950), as amended (the *Code*), and Commonwealth Transportation Board (CTB) policy, submit application(s) for Revenue Sharing funding and may also administer projects approved for Revenue Sharing funding by the CTB; and

WHEREAS, Appendix A documents the funding allocated to each Project and shall be developed and included as an attachment to this agreement. Such attachment may be amended, revised or removed or an additional Appendix A may be added as additional projects or funding is approved by the CTB and allocated to the LOCALITY to finance the Project(s) within the term of this Agreement without the need to execute an additional project administration agreement; and

WHEREAS, current and future projects approved for Revenue Sharing funding by the CTB within the term of this agreement and subject to the terms and conditions specified herein shall be identified on a list which will be included as an attachment to this Agreement as Appendix B. Such attachment may be amended as additional projects are approved by the CTB and shall be signed by an authorized LOCALITY and VDOT official, without the need to execute an additional project administration agreement. If any active project with an existing agreement is incorporated herein, the original project agreement shall automatically terminate upon inclusion in this programmatic agreement of an updated Appendix A and an amended Appendix B to reflect that project; and

WHEREAS, both parties have concurred in the LOCALITY's administration of the phase(s) of work for the respective Project(s) listed in the attachments in accordance with applicable federal, state and local laws and regulations and that the locality will certify compliance with those laws and regulations as prescribed by the Department.

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

1. This agreement shall be effective for an initial period of THREE fiscal years (each year beginning July 1st - June 30th) and may be extended by an addendum signed by each party for one additional term of THREE fiscal years unless a change in policy or the *Code* necessitates a change in terms and conditions before the term of this agreement shall have passed. This Agreement shall NOT extend beyond SIX fiscal years. In the event that a new agreement becomes necessary during the life of this Agreement, Appendix A and Appendix B may be incorporated within the new approved agreement upon mutual agreement by both parties.

2. The LOCALITY shall:

- a. Be responsible for all activities necessary to complete the noted phase(s) of each Project shown on the Appendix B and on the respective Project's 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.
- b. Receive individual prior written authorization from the DEPARTMENT to proceed with each project.
- c. Administer the Project(s) in accordance with guidelines applicable to state funded Locally Administered Projects as published by the DEPARTMENT.
- d. Provide certification by a LOCALITY official of compliance with applicable laws and regulations on the State Certification Form for State aid projects or in another manner as prescribed by the DEPARTMENT for each project included in Appendix B.
- e. Maintain accurate and complete records of each Project's development 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 not 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 also include an up-to-date Project summary and schedule tracking payment requests and adjustments.
- g. Reimburse the DEPARTMENT all Project expenses incurred by the DEPARTMENT if, due to action or inaction solely by the LOCALITY, the project becomes ineligible for state reimbursement, or in the event the reimbursement provisions of Section 33.2-348 or Section 33.2-331 of the *Code*, or other applicable provisions of state law or regulations require such reimbursement.
- h. Pay the DEPARTMENT the LOCALITY's matching funds for eligible Project expenses incurred by the DEPARTMENT in the performance of activities set forth in paragraph 3.a.
- i. Administer the Project in accordance with all applicable federal, state, and local laws and regulations. Failure to fulfill these obligations may result in the forfeiture of state-aid reimbursements. DEPARTMENT and LOCALITY staffs will work together to cooperatively resolve any issues that are identified so as to avoid any forfeiture of state-aid funds.

- j. If legal services other than those 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.
 - k. 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.
3. The DEPARTMENT shall:
- a. Perform any actions and provide any 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.
 - b. Upon receipt of the LOCALITY's invoices pursuant to paragraph 2.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 applicable laws and regulations.
 - e. Make available to the LOCALITY guidelines to assist the parties in carrying out responsibilities under this Agreement.
4. Appendix A identifies the specific funding sources for each Project under this Agreement, 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.
5. 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*.
6. 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 under this agreement is anticipated to exceed the allocation shown for such Project on the respective Appendix A, both parties agree to cooperate in providing additional funding for the Project or to terminate the Project before its cost exceeds 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.

7. Nothing in this agreement shall be construed as a waiver of the LOCALITY's or the Commonwealth of Virginia's sovereign immunity.
8. 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.
9. The Parties mutually agree that no provision of this Agreement shall create in the public, or in any person or entity other than 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 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.
10. 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 2.f, 2.g, and 3.b, subject to the limitations established in this Agreement and Appendix A. Should the LOCALITY unilaterally cancel a project agreement, the LOCALITY shall reimburse the DEPARTMENT all state funds reimbursed and expended in support of the project, unless otherwise mutually agreed-upon prior to termination.

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.

THE LOCALITY and the DEPARTMENT further agree that should Federal-aid Highway funds be added to any project, this agreement is no longer applicable to that project and the applicable Appendix A shall be removed from this agreement and the Standard Project Administration Agreement for Federal-aid Projects executed for that project.

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.

COUNTY OF ALBEMARLE, VIRGINIA:

Typed or printed name of signatory

Title

Date

Signature of Witness

Date

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:

Chief of Policy

Date

Commonwealth of Virginia
Department of Transportation

Signature of Witness

Date

Attachments

Appendix A (for each project covered under this Agreement)

Appendix B (listing each project covered under this Agreement)

Appendix A

Date: 3/25/2019

Project Number: 0000-002-R78

UPC: 104159

CFDA # N/A

Locality: Albemarle County

Project Location ZIP+4: 22903-4977

Locality DUNS# 066022047

Locality Address (incl ZIP+4):
401 McIntire Road
Charlottesville, VA 22902-4596

Project Narrative

Scope: Add sidewalks at various locations to improve safety for pedestrian traffic.

From: Various Locations

To: Various Locations

Locality Project Manager Contact info: Jack Kelsey 434-872-4501 jkelsey@albemarle.org

Department Project Coordinator Contact Info: Kim Cameron 540-435-2373 kim.cameron@vdot.virginia.gov

Project Estimates

| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| Estimated Locality Project Expenses | \$517,000 | \$662,784 | \$2,481,488 | \$3,661,272 |
| Estimated VDOT Project Expenses | \$33,000 | \$15,000 | \$30,000 | \$78,000 |
| Estimated Total Project Costs | \$550,000 | \$677,784 | \$2,511,488 | \$3,739,272 |

Project Cost and Reimbursement

| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | 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 | \$550,000 | Revenue Sharing | 0% | \$0 | \$550,000 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total PE | \$550,000 | | | \$0 | \$550,000 | \$517,000 |
| Right of Way & Utilities | \$677,784 | Revenue Sharing | 0% | \$0 | \$677,784 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$677,784 | | | \$0 | \$677,784 | \$662,784 |
| Construction | \$1,261,488 | Revenue Sharing | 0% | \$0 | \$1,261,488 | |
| | \$1,250,000 | Revenue Sharing | 50% | \$625,000 | \$625,000 | |
| | | | | \$0 | \$0 | |
| Total CN | \$2,511,488 | | | \$625,000 | \$1,886,488 | \$1,856,488 |
| Total Estimated Cost | \$3,739,272 | | | \$625,000 | \$3,114,272 | \$3,036,272 |

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)

\$3,114,272

Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)

\$3,036,272

Project Financing

| Revenue Sharing State Match | Revenue Sharing Local Match | | | | | Aggregate Allocations |
|--------------------------------|--------------------------------|--|--|--|--|--------------------------|
| \$1,869,636 | \$1,869,636 | | | | | \$3,739,272 |

Program and Project Specific Funding Requirements

- This project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Revenue Sharing Program Guidelines.
- In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality completed project scoping on 11/30/2016.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$3,114,272.
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- This project has Revenue Sharing Program allocations. Per §33.2-357 the project must progress in order to prevent these funds from being de-allocated.
- Revenue Sharing Program funds, as indicated in the Project Financing section, were approved in the following fiscal years:
 - FY08 - \$489,272 (\$244,636 locality match and \$244,636 VDOT match) Funds transferred from VDOT administered Revenue Sharing Project.
 - FY09 - \$2,000,000 (\$1,000,000 locality match and \$1,000,000 VDOT match) Funds transferred from VDOT administered Revenue Sharing Project.
 - FY14 - \$1,250,000 (\$625,000 locality match and \$625,000 VDOT match)
- This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing projects and is included on the Appendix B that is part of the agreement.
- This project was previously under an executed Programmatic Project Administration Agreement (PPAA) that expires on June 30, 2019. This Appendix A is part of a new PPAA that supercedes all previous versions by the Locality and VDOT.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

Authorized Locality Official and Date

Authorized VDOT Official and Date

Typed or printed name of person signing

Typed or printed name of person signing

Revised: July 3, 2018

Appendix A

Date: 3/25/2019

Project Number: 9999-002-R45

UPC: 104655

CFDA # N/A

Locality: Albemarle County

Project Location ZIP+4: 22901-2706

Locality DUNS# 066022047

Locality Address (incl ZIP+4):

401

McIntire Road
Charlottesville, VA 22902-4596

Project Narrative

Scope: Sidewalk Construction (Hydraulic Road and Barracks Road)

From: Rte. 654 - 29/250 Bypass Rte. 743 (Inglewood Drive)

To: Rte. 654 West of Rte. 565; Rte. 743 (Georgetown Road Intersection)

Locality Project Manager Contact Info: Jack Kelsey 434-872-4501 jkelsey@albemarle.org

Department Project Coordinator Contact Info: Kim Cameron 540-435-2373 kim.cameron@vdot.virginia.gov

Project Estimates

| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| Estimated Locality Project Expenses | \$376,000 | \$338,000 | \$1,603,734 | \$2,317,734 |
| Estimated VDOT Project Expenses | \$27,012 | \$7,606 | \$28,648 | \$63,266 |
| Estimated Total Project Costs | \$403,012 | \$345,606 | \$1,632,382 | \$2,381,000 |

Project Cost and Reimbursement

| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | 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 | \$403,012 | Revenue Sharing | 50% | \$201,506 | \$201,506 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total PE | \$403,012 | | | \$201,506 | \$201,506 | \$174,494 |
| Right of Way & Utilities | \$345,606 | Revenue Sharing | 50% | \$172,803 | \$172,803 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$345,606 | | | \$172,803 | \$172,803 | \$165,197 |
| Construction | \$707,682 | Revenue Sharing | 50% | \$353,841 | \$353,841 | |
| | \$300,000 | Revenue Sharing | 0% | \$0 | \$300,000 | |
| | \$624,700 | Local Funds | 100% | \$624,700 | \$0 | |
| | | | | \$0 | \$0 | |
| Total CN | \$1,632,382 | | | \$978,541 | \$653,841 | \$625,193 |
| Total Estimated Cost | \$2,381,000 | | | \$1,352,850 | \$1,028,150 | \$964,884 |

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)

\$1,028,150

Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)

\$964,884

Project Financing

| Revenue Sharing State Match | Revenue Sharing Local Match | Local Funds | | | Aggregate Allocations |
|--------------------------------|--------------------------------|-------------|--|--|--------------------------|
| \$878,150 | \$878,150 | \$624,700 | | | \$2,381,000 |

Program and Project Specific Funding Requirements

- This project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Revenue Sharing Program Guidelines.
- In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality completed project scoping on 3/5/2013.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$1,028,150.
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- This project has Revenue Sharing Program allocations. Per §33.2-357 the project must progress in order to prevent these funds from being de-allocated.
- Revenue Sharing Program funds, as indicated in the Project Financing section, were approved in the following fiscal years:
 - FY08 - \$300,000 (\$150,000 locality match and \$150,000 VDOT match) Funds transferred from VDOT administered Revenue Sharing Project.
 - FY13 - \$506,300 (\$253,150 locality match and \$253,300 VDOT match)
 - FY14 - \$150,000 (\$75,000 locality match and \$75,000 VDOT match)
 - FY15 - \$800,000 (\$400,000 locality match and \$400,000 VDOT match)
- This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing projects and is included on the Appendix B that is part of the agreement.
- This project was previously under an executed Programmatic Project Administration Agreement (PPAA) that expires on June 30, 2019. This Appendix A is part of a new PPAA that supercedes all previous versions by the Locality and VDOT.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

Authorized Locality Official and Date

Authorized VDOT Official and Date

Typed or printed name of person signing

Revised: July 3, 2018

Typed or printed name of person signing

Appendix A

Date: 3/25/2019

Project Number: 0250-002-R98 UPC: 105806 CFDA # N/A Locality: Albemarle County

| | | |
|--|--|---|
| Project Location ZIP+4: 22903-4977 | Locality DUNS# 066022047 | Locality Address (incl ZIP+4): 401 McIntire Road Charlottesville, VA 22902-4596 |
| Project Narrative | | |
| Scope: | Construct Sidewalks, Bike Lanes and Paved Shoulders | |
| From: | Charlottesville City Limits | |
| To: | Near 29/250 Bypass | |
| Locality Project Manager Contact info: | Jack Kelsey 434-872-4501 jkelsey@albemarle.org | |
| Department Project Coordinator Contact Info: | Kim Cameron 540-435-2373 kim.cameron@vdot.virginia.gov | |

| Project Estimates | | | | |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
| Estimated Locality Project Expenses | \$358,900 | \$485,000 | \$1,559,760 | \$2,403,660 |
| Estimated VDOT Project Expenses | \$11,100 | \$15,000 | \$48,240 | \$74,340 |
| Estimated Total Project Costs | \$370,000 | \$500,000 | \$1,608,000 | \$2,478,000 |

| Project Cost and Reimbursement | | | | | | |
|--------------------------------|-------------------------|---|---|--------------------|---|--|
| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | 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 | \$370,000 | Revenue Sharing | 50% | \$185,000 | \$185,000 | |
| | | | | \$0 | \$0 | |
| Total PE | \$370,000 | | | \$185,000 | \$185,000 | \$173,900 |
| Right of Way & Utilities | \$500,000 | Revenue Sharing | 50% | \$250,000 | \$250,000 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$500,000 | | | \$250,000 | \$250,000 | \$235,000 |
| Construction | \$330,000 | Revenue Sharing | 50% | \$165,000 | \$165,000 | |
| | \$1,278,000 | Revenue Sharing | 0% | \$0 | \$1,278,000 | |
| | | | | \$0 | \$0 | |
| Total CN | \$1,608,000 | | | \$165,000 | \$1,443,000 | \$1,394,760 |
| Total Estimated Cost | \$2,478,000 | | | \$600,000 | \$1,878,000 | \$1,803,660 |

| | |
|---|-------------|
| Total Maximum Reimbursement by VDOT to Locality (Less Local Share) | \$1,878,000 |
| Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses) | \$1,803,660 |

| Project Financing | | | | | | |
|--------------------------------|--------------------------------|--|--|--|--|--------------------------|
| Revenue Sharing State Match | Revenue Sharing Local Match | | | | | Aggregate Allocations |
| \$1,238,999 | \$1,239,001 | | | | | \$2,478,000 |

| Program and Project Specific Funding Requirements | |
|---|--|
| <ul style="list-style-type: none"> This project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Revenue Sharing Program Guidelines. In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality completed project scoping on 3/5/2013. This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$1,878,000. All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation. This project has Revenue Sharing Program allocations. Per §33.2-357 the project must progress in order to prevent these funds from being de-allocated. Revenue Sharing Program funds, as indicated in the Project Financing section, were approved in the following fiscal years: <ul style="list-style-type: none"> <input type="checkbox"/> FY08 - \$418,354 (\$209,677 locality match and \$209,677 VDOT match) Funds transferred from VDOT administered Revenue Sharing Project. <input type="checkbox"/> FY10 - \$291,299 (\$154,650 locality match and \$154,649 VDOT match) Funds transferred from VDOT administered Revenue Sharing Project. <input type="checkbox"/> FY14 - \$567,347 (\$283,674 locality match and \$283,673 VDOT match) Funds transferred from VDOT administered Revenue Sharing Project. <input type="checkbox"/> FY15 - \$1,200,000 (\$600,000 locality match and \$600,000 VDOT match) This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing projects and is included on the Appendix B that is part of the agreement. This project was previously under an executed Programmatic Project Administration Agreement (PPAA) that expires on June 30, 2019. This Appendix A is part of a new PPAA that supercedes all previous versions by the Locality and VDOT. | |

This attachment is certified and made an official attachment to this document by the parties to this agreement.

Authorized Locality Official and Date

Authorized VDOT Official and Date

Typed or printed name of person signing

Typed or printed name of person signing

Appendix A

Date: 3/25/2019

Project Number: 0852-002-R70

UPC: 113183

CFDA # N/A

Locality: Albemarle County

Project Location ZIP+4: 22901-1426

Locality DUNS# 066022047

Locality Address (incl ZIP+4):
401 McIntire Road
Charlottesville, VA 22902-4596

Project Narrative

Scope: Sidewalk Improvements/Installation along Commonwealth Drive and Dominion Drive

From: Rte. 743 (Hydraulic Road)

To: Rte. 29

Locality Project Manager Contact Info: Jack Kelsey 434-872-4501 jkelsey@albemarle.org

Department Project Coordinator Contact Info: Kim Cameron 540-435-2373 kim.cameron@vdot.virginia.gov

Project Estimates

| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| Estimated Locality Project Expenses | \$528,673 | \$1,112,056 | \$1,595,407 | \$3,236,136 |
| Estimated VDOT Project Expenses | \$16,351 | \$34,394 | \$49,343 | \$100,088 |
| Estimated Total Project Costs | \$545,024 | \$1,146,450 | \$1,644,750 | \$3,336,224 |

Project Cost and Reimbursement

| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | 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 | \$545,024 | Revenue Sharing | 50% | \$272,512 | \$272,512 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total PE | \$545,024 | | | \$272,512 | \$272,512 | \$256,161 |
| Right of Way & Utilities | \$1,146,450 | Revenue Sharing | 50% | \$573,225 | \$573,225 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$1,146,450 | | | \$573,225 | \$573,225 | \$538,831 |
| Construction | \$1,535,528 | Revenue Sharing | 50% | \$767,764 | \$767,764 | |
| | \$109,222 | Local Funds | 100% | \$109,222 | \$0 | |
| | | | | \$0 | \$0 | |
| Total CN | \$1,644,750 | | | \$876,986 | \$767,764 | \$718,421 |
| Total Estimated Cost | \$3,336,224 | | | \$1,722,723 | \$1,613,501 | \$1,513,413 |

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)

\$1,613,501

Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)

\$1,513,413

Project Financing

| Revenue Sharing State Match | Revenue Sharing Local Match | Local Funds | | | | Aggregate Allocations |
|--------------------------------|--------------------------------|-------------|--|--|--|--------------------------|
| \$1,613,501 | \$1,613,501 | \$109,222 | | | | \$3,336,224 |

Program and Project Specific Funding Requirements

- This project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Revenue Sharing Program Guidelines.
- In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality Shall complete project scoping on or before 12/20/2019.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$1,613,501.
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- This project has Revenue Sharing Program allocations. Per §33.2-357 the project must progress in order to prevent these funds from being de-allocated.
- Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the six Year Improvement Program.
- Revenue Sharing Program funds, as indicated in the Project Financing section, were approved in the following fiscal years:
 - FY19 - \$2,000,000 (\$1,000,000 locality match and \$1,000,000 VDOT match)
 - FY20 - \$1,227,002 (\$613,501 locality match and \$613,501 VDOT match)
- This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing projects and is included on the Appendix B that is part of the agreement.
- This project was previously under an executed Programmatic Project Administration Agreement (PPAA) that expires on June 30, 2019. This Appendix A is part of a new PPAA that supercedes all previous versions by the Locality and VDOT.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

Authorized Locality Official and Date

Authorized VDOT Official and Date

Typed or printed name of person signing

Revised: July 3, 2018

Typed or printed name of person signing

Appendix A

Date: 3/25/2019

Project Number: 1217-002-R71

UPC: 113188

CFDA # N/A

Locality: Albemarle County

Project Location ZIP+4: 22932-3133

Locality DUNS# 066022047

Locality Address (incl ZIP+4):
401 McIntire Road
Charlottesville, VA 22902-4596

Project Narrative

Scope: Reconstruction of Crozet Square (1217) and Oak Street to connect with Library Avenue (867) to improve the street network. Crozet Square would be reconstructed as a one-way road with angled parking and improved drainage and pedestrian accommodations.

From: Crozet Avenue

To: Library Avenue

Locality Project Manager Contact info: Jack Kelsey 434-872-4501 jkelsey@albemarle.org

Department Project Coordinator Contact Info: Kim Cameron 540-435-2373 kim.cameron@vdot.virginia.gov

Project Estimates

| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| Estimated Locality Project Expenses | \$316,753 | \$101,850 | \$1,046,096 | \$1,464,699 |
| Estimated VDOT Project Expenses | \$9,797 | \$3,150 | \$32,354 | \$45,301 |
| Estimated Total Project Costs | \$326,550 | \$105,000 | \$1,078,450 | \$1,510,000 |

Project Cost and Reimbursement

| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | 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 | \$326,550 | Revenue Sharing | 50% | \$163,275 | \$163,275 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total PE | \$326,550 | | | \$163,275 | \$163,275 | \$153,478 |
| Right of Way & Utilities | \$105,000 | Revenue Sharing | 50% | \$52,500 | \$52,500 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$105,000 | | | \$52,500 | \$52,500 | \$49,350 |
| Construction | \$955,024 | Revenue Sharing | 50% | \$477,512 | \$477,512 | |
| | \$123,426 | Local Funds | 100% | \$123,426 | \$0 | |
| | | | | \$0 | \$0 | |
| Total CN | \$1,078,450 | | | \$600,938 | \$477,512 | \$445,158 |
| Total Estimated Cost | \$1,510,000 | | | \$816,713 | \$693,287 | \$647,986 |

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)

\$693,287

Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)

\$647,986

Project Financing

| Revenue Sharing State Match | Revenue Sharing Local Match | Local Funds | | | | Aggregate Allocations |
|--------------------------------|--------------------------------|-------------|--|--|--|--------------------------|
| \$693,287 | \$693,287 | \$123,426 | | | | \$1,510,000 |

Program and Project Specific Funding Requirements

- This project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Revenue Sharing Program Guidelines.
- In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality shall complete project scoping on or before 12/20/2019.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$693,287.
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- This project has Revenue Sharing Program allocations. Per §33.2-357 the project must progress in order to prevent these funds from being de-allocated.
- Revenue Sharing Program funds, as indicated in the Project Financing section, were approved in the following fiscal years:
 - FY19 - \$1,386,547 (\$693,287 locality match and \$693,287 VDOT match)
- This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing projects and is included on the Appendix B that is part of the agreement.
- This project was previously under an executed Programmatic Project Administration Agreement (PPAA) that expires on June 30, 2019. This Appendix A is part of a new PPAA that supercedes all previous versions by the Locality and VDOT.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

Authorized Locality Official and Date

Authorized VDOT Official and Date

Typed or printed name of person signing

Typed or printed name of person signing

Revised: July 3, 2018

Appendix A

Date: 3/25/2019

Project Number: 0867-002-R72

UPC: 113385

CFDA # N/A

Locality: Albemarle County

Project Location ZIP+4: 22932-3177

Locality DUNS# 066022047

Locality Address (incl ZIP+4):
401 McIntire Road
Charlottesville, VA 22902-4596

Project Narrative

Scope: Construct the extension of Library Avenue (Rte. 867) east to connect to High Street (Rte. 1204) with two roundabouts and then continue east to Hilltop Street (1014). Project would include pedestrian and bike facilities.

From: Library Avenue (Rte. 867)

To: Hilltop Street (Rte. 1014)

Locality Project Manager Contact Info: Jack Kelsey 434-872-4501 jkelsey@albemarle.org

Department Project Coordinator Contact Info: Kim Cameron 540-435-2373 kim.cameron@vdot.virginia.gov

Project Estimates

| | Preliminary Engineering | Right of Way and Utilities | Construction | Total Estimated Cost |
|-------------------------------------|-------------------------|----------------------------|--------------|----------------------|
| Estimated Locality Project Expenses | \$0 | \$881,586 | \$3,936,113 | \$4,817,699 |
| Estimated VDOT Project Expenses | \$20,000 | \$27,266 | \$121,735 | \$169,001 |
| Estimated Total Project Costs | \$20,000 | \$908,852 | \$4,057,848 | \$4,986,700 |

Project Cost and Reimbursement

| Phase | Estimated Project Costs | Funds type (Choose from drop down box) | 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 | \$20,000 | Revenue Sharing | 50% | \$10,000 | \$10,000 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total PE | \$20,000 | | | \$10,000 | \$10,000 | -\$10,000 |
| Right of Way & Utilities | \$908,852 | Revenue Sharing | 50% | \$454,426 | \$454,426 | |
| | | | | \$0 | \$0 | |
| | | | | \$0 | \$0 | |
| Total RW | \$908,852 | | | \$454,426 | \$454,426 | \$427,160 |
| Construction | \$3,650,240 | Revenue Sharing | 50% | \$1,825,120 | \$1,825,120 | |
| | \$407,608 | Local Funds | 100% | \$407,608 | \$0 | |
| | | | | \$0 | \$0 | |
| Total CN | \$4,057,848 | | | \$2,232,728 | \$1,825,120 | \$1,703,385 |
| Total Estimated Cost | \$4,986,700 | | | \$2,697,154 | \$2,289,546 | \$2,120,545 |

Total Maximum Reimbursement by VDOT to Locality (Less Local Share)

\$2,289,546

Estimated Total Reimbursement by VDOT to Locality (Less Local Share and VDOT Expenses)

\$2,120,545

Project Financing

| Revenue Sharing State Match | Revenue Sharing Local Match | Local Funds | | | | Aggregate Allocations |
|--------------------------------|--------------------------------|-------------|--|--|--|--------------------------|
| \$2,289,546 | \$2,289,546 | \$407,608 | | | | \$4,986,700 |

Program and Project Specific Funding Requirements

- This project shall be administered in accordance with VDOT's Locally Administered Projects Manual and Revenue Sharing Program Guidelines.
- In accordance with Chapter 12.1.3 (Scoping Process Requirements) of the LAP Manual, the locality Shall complete project scoping on or before 12/19/2019.
- This is a limited funds project. The LOCALITY shall be responsible for any additional funding in excess of \$2,289,546.
- All local funds included on this appendix have been formally committed by the local government's board or council resolution subject to appropriation.
- This project has Revenue Sharing Program allocations. Per §33.2-357 the project must progress in order to prevent these funds from being de-allocated.
- Reimbursement for eligible expenditures shall not exceed funds allocated each year by the Commonwealth Transportation Board in the six Year Improvement Program.
- Revenue Sharing Program funds, as indicated in the Project Financing section, were approved in the following fiscal years:
 - FY19 - \$1,446,192 (\$723,096 locality match and \$723,096 VDOT match)
 - FY20 - \$3,132,900 (\$1,566,450 locality match and \$1,566,450 VDOT)
- This project is part of a Programmatic Project Administrative Agreement for Revenue Sharing projects and is included on the Appendix B that is part of the agreement.
- This project was previously under an executed Programmatic Project Administration Agreement (PPAA) that expires on June 30, 2019. This Appendix A is part of a new PPAA that supercedes all previous versions by the Locality and VDOT.

This attachment is certified and made an official attachment to this document by the parties to this agreement.

Authorized Locality Official and Date

Authorized VDOT Official and Date

Typed or printed name of person signing

Revised: July 3, 2018

Typed or printed name of person signing

County of Albemarle

Jack Kesley 434-872-4501 jkelsey@albemarle.org

Kim Cameron 540-435-2373 kim.cameron@vdot.virginia.gov

[illegible]

Authorized Locality Official _____ Date _____

| | |
|--------------------------|------|
| Authorized VDOT Official | Date |
|--------------------------|------|