DATE: March 3, 2016

FROM: George Kolb, County Engineer Road 541-322-7113

TITLE OF AGENDA ITEM:
Consideration of Signature of Document No. 2016-165, An Extension to the Funds Transfer Agreement between Deschutes County and the Federal Highway Administration for the Skyliners Road project.

PUBLIC HEARING ON THIS DATE? NO

BACKGROUND AND POLICY IMPLICATIONS:
Deschutes County is working with the Federal Highway Administration, Western Federal Lands Highway Division (FHWA) on the reconstruction of Skyliners Road. On April 24, 2013, the County signed a Federal Lands Access Program Match Agreement for the Skyliners Road Project. As part of this agreement, the County was obligated to provide a 10.27% match of the project costs. The County's share of the construction engineering was $927,067. The original Funds Transfer Agreement was signed by the Board of County Commissioners on August 27, 2014 and had an expiration date of December 31, 2015. Because of delays attributed to the City of Bend waterline project, the road project was delayed therefore an amendment to the original agreement is required. The revised expiration date of the Funds Transfer Agreement is now December 31, 2017.

FISCAL IMPLICATIONS:
None. The original amount of $927,067 has already been paid to the FHWA. This agreement just extends the deadline of the agreement.

RECOMMENDATION & ACTION REQUESTED:
Move Board signature of Document No. 2016-165, An Extension to the Funds Transfer Agreement between Deschutes County and the Federal Highway Administration for the Skyliners Road project.

ATTENDANCE: George Kolb, County Engineer

DISTRIBUTION OF DOCUMENTS:
Return both signed originals to Sheila Odle (ext. 7148) at the Road Department for further distribution to the FHWA.
DESCHUTES COUNTY DOCUMENT SUMMARY

(NOTE: This form is required to be submitted with ALL contracts and other agreements, regardless of whether the document is to be on a Board agenda or can be signed by the County Administrator or Department Director. If the document is to be on a Board agenda, the Agenda Request Form is also required. If this form is not included with the document, the document will be returned to the Department. Please submit documents to the Board Secretary for tracking purposes, and not directly to Legal Counsel, the County Administrator or the Commissioners. In addition to submitting this form with your documents, please submit this form electronically to the Board Secretary.)

Please complete all sections above the Official Review line.

Date: March 3, 2016

Department: Road

Contractor/Supplier/Consultant Name: Federal Highway Administration

Contractor Contact: Nancie Pruitt
Contractor Phone #: 360-619-7672

Type of Document: Funds Transfer Agreement Extension

Goods and/or Services: Extends the deadline of the Federal Highway Administration Funds Transfer Agreement from December 31, 2015 to December 31, 2017

Background & History: Deschutes County is working with the Federal Highway Administration, Western Federal Lands Highway Division (FHWA) on the reconstruction of Skyliners Road. On April 24, 2013, the County signed a Federal Lands Access Program Match Agreement for the Skyliners Road Project. As part of this agreement, the County was obligated to provide a 10.27% match of the project costs. The County's share of the construction engineering was $927,067. The original Funds Transfer Agreement was signed by the Board of County Commissioners on August 27, 2014 and had an expiration date of December 31, 2015. Because of delays attributed to the City of Bend waterline project, the road project was delayed therefore an amendment to the original agreement is required. The revised expiration date of the Funds Transfer Agreement is now December 31, 2017.

Agreement Starting Date: 08/27/2014
Ending Date: 12/21/2017

Annual Value or Total Payment: $0

☐ Insurance Certificate Received (check box)
Insurance Expiration Date: 

Check all that apply:
☐ RFP, Solicitation or Bid Process
☐ Informal quotes (<$150K)
☐ Exempt from RFP, Solicitation or Bid Process (specify – see DCC §2.37)

Funding Source: (Included in current budget?  ☒ Yes  ☐ No

If No, has budget amendment been submitted?  ☐ Yes   ☐ No

3/3/2016
Is this a Grant Agreement providing revenue to the County?  □ Yes  □ No

Special conditions attached to this grant:

Deadlines for reporting to the grantor:

If a new FTE will be hired with grant funds, confirm that Personnel has been notified that it is a grant-funded position so that this will be noted in the offer letter:  □ Yes  □ No

Contact information for the person responsible for grant compliance: Name:
Phone #:

______________________________

Departmental Contact and Title:  George Kolb, County Engineer
Phone #:  541-322-7113

Department Director Approval:  

Signature  03/03/16

Date

Distribution of Document:  Who gets the original document and/or copies after it has been signed? Include complete information if the document is to be mailed.

Official Review:

County Signature Required (check one): □ BOCC  □ Department Director (if <$25K)

□ Administrator (if >$25K but <$150K; if >$150K, BOCC Order No. ____________)

Legal Review  ________________________  Date  ________________________

Document Number  ________________________

3/3/2016
Funds Transfer Agreement

Deschutes County

Providing Funding of $0.00
Western Federal Lands Highway Division, FHWA Agreement # DTFH70-14-E-00043 - Amendment 1

Project Number/Name: OR PFH 247(1), Skyliners Road Improvements

This letter is to hereby extend the expiration date of December 31, 2015 to December 31, 2017 for project work and/or a construction contract to lower maintenance costs and increase safety on Skyliners Road (CR-3535) by reason of this amendment.

Fund Transfer Summary:

<table>
<thead>
<tr>
<th>Phase</th>
<th>Form</th>
<th>Amount</th>
<th>Due</th>
<th>Received</th>
<th>FTA Number</th>
<th>Amend #</th>
<th>Comment</th>
</tr>
</thead>
<tbody>
<tr>
<td>CN</td>
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<td>$862,680.00</td>
<td>09/08/2014</td>
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<td>DTFH7014E00043</td>
<td>Base</td>
<td>Match for CN</td>
</tr>
<tr>
<td>CE</td>
<td>Cash</td>
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<td>09/08/2014</td>
<td></td>
<td>DTFH7014E00043</td>
<td>Base</td>
<td>Match for CE</td>
</tr>
</tbody>
</table>

$927,067.00

The following is the Deschutes County’s Finance Billing Information:

- DUNS#: 030-805-147
- Tax ID #: 93-6002292
- Finance Contact: Wayne Lowry, Finance Director
- Finance Phone: (541) 617-4721
- Finance Fax: (541) 749-2909
- Finance E-mail: finance@deschutes.org
- Project Contact: George Kolb
- Project Phone: (541) 322-7113
- Project Fax: (541) 388-2719
- Project E-mail: road@deschutes.org
- Street Address: 61150 SE 27th St, (Road Department) 1300 NW Wall St, 2nd Fl (Finance)
- City, State, Zip: Bend, OR 97701

The following is Western Federal Lands Highway Division, FHWA Finance Billing Information:

- DUNS#: 139-768-597
- Tax ID #: 22-3934584
- Finance Contact: Genise L. Dance
- Finance Phone: (350) 619-7534
- Finance Fax: (350) 619-7945
- Finance E-mail: genise.dance@dot.gov
- Project Contact: Neal Christensen
- Project Phone: (350) 619-7780
- Project Fax: (350) 619-7945
- Project E-mail: neal.christensen@dot.gov

Expiration Date: This Funds Transfer Agreement will expire on 12/31/2017

The current authorized funding is $927,067.00. In no case shall the Deschutes County or FHWA exceed this amount or extend the date of the agreement without a mutually agreed upon written modification of this Agreement.

Tammy Baney, Deschutes County Commissioner

Angy Liljedahl, Contracting Officer

Deschutes County

Western Federal Lands Highway Division, FHWA

Date

Date