



Legislation Text

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City of Alexandria, Virginia

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MEMORANDUM

**DATE:** JANUARY 20, 2016

**TO:** THE HONORABLE MAYOR AND MEMBERS OF CITY COUNCIL

**FROM:** MARK B. JINKS, CITY MANAGER /s/

**DOCKET TITLE:**

Consideration of a Resolution to Authorize the City to Execute Project Administration Agreements with the Commonwealth of Virginia, Department of Transportation. [ROLL-CALL VOTE]

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**ISSUE:** Consideration of a resolution to authorize the City of Alexandria to execute project administration agreements with the Commonwealth of Virginia, Department of Transportation (VDOT).

**RECOMMENDATION:** That the City Council adopt the attached resolution authorizing the City Manager or his designee to execute all future project agreements with VDOT.

**BACKGROUND:** The City of Alexandria (City) has project agreements with VDOT for a number of projects where the City receives grant reimbursements from VDOT. By the time a project agreement is signed, these projects will have been approved by City Council either in the CIP or through appropriation action. These agreements typically involve projects where the City is the lead on the development and delivery of the project, and the Commonwealth reviews and provides funding reimbursement for all or a portion of the project through federal and state grants. VDOT requires a signature agreement for all project agreements, and to date, has been relying on the use of Resolution 1453, adopted by City Council on May 8, 1990, which gave the City Manager authorization to sign project agreements for the City. VDOT has notified the City that it would like an updated authorization because the 1990 resolution references the City Manager from 1990.

**DISCUSSION:** Since VDOT oversees the financing of certain City transportation projects, it is necessary to update the City Manager authorization so future project agreements can continue to be signed by the City Manager. These agreements generally include the City's responsibilities regarding administration and project management, funding obligations, schedule, records and documentation, invoicing, local match requirements, legal services, and compliance with federal regulations. The agreements also include the Commonwealth's responsibilities related to funding, reimbursement, audits, claims, breach of agreement and termination.

**FISCAL IMPACT:** By authorizing the City Manager or his designee to execute the Project Agreements with VDOT, the City will be able to receive funding necessary to deliver critical transportation projects.

**ATTACHMENTS:** Proposed Resolution

**STAFF:**

Emily A. Baker, Deputy City Manager

Yon Lambert, AICP, Director, T&ES

Carrie Sanders, Acting Deputy Director, T&ES Transportation

Steve Sindiong, Acting Division Chief, T&ES Transportation Planning