

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2014	2015	2016	2017	2018
Capital Expenditures					
Operating Costs	\$335,226				
External Revenues	(\$167,613)				
Program Income (County)					
In-Kind Match (County)					
NET FISCAL IMPACT	\$167,613				
No. ADDITIONAL FTE POSITIONS (Cumulative)	0				

Is Item Included In Current Budget? Yes No
 Budget Account No.: Fund _____ Dep't. Unit _____
 Object Various Reporting Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:
 The 50% County match is included in the FY14 budget.

C. Departmental Fiscal Review: John Murphy
 John Murphy, Finance Manager

III. REVIEW COMMENTS

A. OFMB Fiscal and/or Contract Dev. and Control Comments:

OFMB 7/7/2014
 6/10 sc 23 OFMB 7/7/14
 7/2 13 112

Contract Dev. and Control 7/9/14
 7-9-14 B. C. W. C.

B. Legal Sufficiency:

Assistant County Attorney 7/9/14

C. Other Department Review:

 Department Director

SUBRECIPIENT AGREEMENT

Subrecipient: Palm Beach County		Grant Number: FL-37-X082-00
Address: Palm Tran 3201 Electronics Way West Palm Beach, FL 33407		
Project Description: Fixed Route Improvements		
Project Activity Period: Commencing on the effective date of this Agreement (the "Effective Date"), and continuing for a period of two years (see Section 6.01)		
Estimated Project Amount:	\$ 335,226	SFRTA Action
Section 5316 JARC Funds:	\$ 167,613	Item No:
Local Match:	\$ 167,613	Date:
Federal Grant No:	FL-37-X082-00	
CFDA No. :	20516	

AGREEMENT

THIS AGREEMENT is made and entered into by and between the South Florida Regional Transportation Authority (SFRTA) and the Palm Beach County Board of County Commission (Palm Beach County), each acting by and through its duly authorized officers.

WHEREAS:

1. SFRTA, acting in its role as the Miami Urbanized Area Designated Recipient, submitted an application to the Federal Transit Administration (FTA) for federal grant funds under the FTA's Job Access and Reverse Commute (JARC) Program pursuant to 49 U.S.C. Section 5316, which included Palm Beach County's project as described herein.
2. The FTA's JARC Program is authorized under the provisions set forth in the Safe, Accountable, Flexible, and Efficient Transportation Equity Act: A Legacy for Users, (SAFETEA-LU), enacted on August 10, 2005, as codified at 49 U.S.C. 5316.
3. The FTA's JARC Program aims to improve access to transportation services to employment and employment related activities for welfare recipients and eligible low-income individuals and to transport residents of urbanized areas and nonurbanized areas to suburban employment opportunities.

4. SFRTA received JARC grant funds from the FTA pursuant to grant number FL-37-X082-00.
5. This Agreement is intended to memorialize the terms under which Palm Beach County is to receive the FTA grant funds.

NOW, THEREFORE, SFRTA and the Palm Beach County agree as follows:

ARTICLE I. PALM BEACH COUNTY WORKSCOPE: APPROVED BUDGET AND MATERIAL REPRESENTATIONS

- 1.01 **Workscope.** Palm Beach County agrees to perform and complete in a satisfactory and proper manner the Workscope specified in **Exhibit A** (FTA Grant Application) in accordance with the terms and conditions of this Agreement. The Workscope details the activities to be completed by the Palm Beach County and a proposed schedule for the completion of the Workscope. All Workscope activities must be consistent with the approved Workscope and the approved budget detailed below. Any proposed change in the scope of work is not effective until Palm Beach County receives written approval from the SFRTA Project Manager.
- 1.02 **Approved Budget.** Palm Beach County agrees to complete the Workscope in accordance with the approved budget specified in **Exhibit A**. The approved budget details the cost associated with each scope of work activity. Any request for re-budgeting in excess of twenty percent (20%) of the approved budget must be in writing and approved in writing by SFRTA Project Manager. Re-budgeting of project funds among the existing approved budget items of the Workscope are allowable without prior approval if the amount of project funds to be transferred is less than twenty percent (20%) of the approved budget. However, re-budgeting between operating and capital line items is not allowable due to differing match requirements.
- 1.03 **Material Representations.** Palm Beach County agrees that all representations contained in its application for grant assistance are material representations of fact upon which SFRTA relied in awarding this grant and are incorporated by reference into this Agreement.

ARTICLE II. AUTHORIZED USE OF GRANT AND MATCHING FUNDS; ELIGIBILITY OF COST

- 2.01. **Authorized Use of Grant and Matching Funds.** Palm Beach County is only authorized to use the grant funds subject to this agreement for costs directly incurred for the performance of the Workscope during the Project Activity Period as specified in section 6.01, and in accordance with the Approved Budget.
- 2.02 **Eligibility of costs.** All expenses are subject to FTA regulations including:
 - *FTA Master Agreement* (<http://www.fta.dot.gov/documents/19-Master.pdf>)
 - *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, 49 CFR Part 18 (http://www.access.gpo.gov/nara/cfr/waisidx_06/49cfr18_06.html)

- *Grant Management Requirements*, FTA Circular 5010.1D (http://www.fta.dot.gov/laws/circulars/leg_reg_8640.html)
- *Third Party Contracting Requirements*, FTA Circular 4220.1F, (http://www.fta.dot.gov/laws/circulars/leg_reg_8641.html) (See also paragraph 10.05)
- *Job Access and Reverse Commute Program Guidance*, FTA Circular C 9050.1 (http://www.fta.dot.gov/laws/circulars/leg_reg_6623.html)

Palm Beach County acknowledges that the federal requirements in this Article and throughout this Agreement are subject to change and agrees that the most recent of these requirements shall govern this Agreement at any particular time.

Palm Beach County also acknowledges that Palm Beach County's compliance with the respective terms and conditions of the U.S. Department of Labor's Certification letter dated **March 25, 2014** for grant number **FL-37-X082-00** is a precondition to the release of assistance to Palm Beach County.

The listed documents are incorporated by reference into this Agreement. Copies of these documents are available at the internet websites indicated or, upon request by Palm Beach County, from SFRTA.

ARTICLE III. GRANT AMOUNT, MATCH AND PAYMENT

- 3.01 Estimated Project Amount.** The total estimated cost of the Workscope is **\$335,226**, consisting of the Maximum Federal Grant amount and the Palm Beach County required match.
- 3.02 Maximum Federal Grant Amount.** SFRTA awards to the recipient a grant of up to **\$167,613** for the Workscope. In no event will SFRTA obligation under this Agreement exceed the lesser of the following:
- A. The Maximum Federal Grant Amount; or
 - B. The combination of 50% of the total net operating Workscope expenditures plus 80% of capital Workscope expenditures.

SFRTA shall bear no responsibility for cost overruns that may be incurred by Palm Beach County in performance of the Workscope. If it appears likely that additional funds will be needed to complete the Workscope, the parties will meet to discuss the possibility of amending this Agreement.

- 3.03 Palm Beach County Match.** Palm Beach County has an obligation under this Agreement to share in the costs of project by providing a local match from sources other than from FTA funds, i.e. not less than **\$167,613** against the Maximum Grant Amount. The eligibility and use of matching funds shall be governed by applicable federal law, regulations and guidance. If the final expenses for the Workscope are less than the Estimated Project Amount, then local match

shall be reduced to fifty percent (50%) of the final Workscope amount. If the final expenses for the Workscope exceed the Estimated Project Amount, Palm Beach County is responsible for providing the funds to cover the final costs and expenses.

3.04 Reimbursement. Expenses will be reimbursed by SFRTA based on submission of an invoice from Palm Beach County using form attached hereto as **Exhibit B**. Invoices should be submitted in triplicate on the approved form with the following attachments on each copy:

- A. Copies of all receipts for expenses paid during the period; and
- B. Disadvantaged Business Enterprise (DBE) Monthly Subcontractor Utilization report for each third party contract using the approved form attached hereto as **Exhibit C** (see section 5.04).

Palm Beach County shall submit any additional data and information requested by SFRTA to support the Palm Beach County reimbursement request and shall submit any additional data and information that may be required by the federal government for reporting to the FTA.

Upon SFRTA review and approval of the Palm Beach County request, SFRTA will distribute to Palm Beach County the approved reimbursement amount. SFRTA may deny part of any reimbursement request if it reasonably believes that it is not a supportable Workscope expense. If SFRTA intends to deny a reimbursement request, it will first submit the disputed amount to the FTA for its determination as to use of funds along with any supporting documentation provided by the Palm Beach County. The FTA's determination will be final. No reimbursement request will be made which would cause the distribution of grant funds to exceed, cumulatively, through such payment, the limits in Article III. Distribution of any funds or approval of any report is not to be construed as SFRTA waiver of any Palm Beach County noncompliance with this Agreement.

3.05 Repayment of Unauthorized Use of Grant Funds. Upon a finding by SFRTA that Palm Beach County has made an unauthorized or undocumented use of grant funds, and upon a written demand for repayment issued by SFRTA, Palm Beach County shall promptly repay such amounts to SFRTA. If the Palm Beach County disputes SFRTA's determination, SFRTA will submit the disputed amount to the FTA for its determination as to use of funds along with any supporting documentation provided by the Palm Beach County. The FTA's determination will be final.

3.06 Reversion of Unexpended Grant Funds. All funds granted by SFRTA under this Agreement that have not been expended for Workscope activities during the Project Activity Period shall revert to SFRTA.

3.07 Grant Contingent on Federal Funding. Palm Beach County acknowledges and agrees that SFRTA's payment of funds under this Agreement is contingent on SFRTA receiving grant funds from the FTA. If, for any reason, the FTA reduces the amount of SFRTA FTA Grant, or otherwise fails to pay part of the cost or expense of the Workscope in this Agreement, only outstanding incurred costs shall be eligible for reimbursement. The Palm Beach County, its

contractors, and subcontractors further agree to pay any and all lawful claims arising out of or incidental to the performance of the Workscope covered by this Agreement in the event the FTA does not pay the same, and in all events, agrees to hold SFRTA harmless from those claims and from any claims arising out of this Agreement relating to funding. Notwithstanding any other provisions of the Agreement, in the event the FTA rescinds funding for the FTA Grant, SFRTA may immediately terminate this Agreement by written notice to the Palm Beach County.

ARTICLE IV. ACCOUNTING AND RECORDKEEPING REQUIREMENTS

- 4.01 Documentation of Workscope Costs.** All costs charged to the Workscope, whether paid with grant funds or charged as the Palm Beach County match, must be supported by proper documentation, including properly executed payrolls, time records, invoices, contracts, receipts for expenses, vouchers, evidencing in detail the nature and propriety of the charges.
- 4.02 Establishment and Maintenance of Workscope Information.** Palm Beach County agrees to establish and maintain accurate, detailed and complete separate book, accounts, financial records, documentation, and other evidence relating to: (a) the Palm Beach County match under this Agreement, and (b) the receipt and expenditure of all grant funds. These documents shall include the property records required by Article VIII of this Agreement. Palm Beach County shall establish and maintain all such information in accordance with generally accepted accounting principles and practices and shall retain intact all Workscope information until the latest of: (i) six (6) years following the term of this Agreement; or (ii) if any litigation, claims, or audit is commenced during either such period, when all such litigation, claims or audits have resolved.
- 4.03 Audit.** The accounts and records of the parties relating to this Agreement shall be audited in the same manner as all other accounts and records of Palm Beach County are audited. During the time of maintenance of information under paragraph 4.02, authorized representatives of SFRTA, the Legislative Auditor and or State Auditor, the United States Secretary of Transportation, the FTA Administrator, and the United States Comptroller General will have access to all such books, records, documents, accounting practices and procedures, and other information for the purpose of inspection, audit, and copying during normal business hours. The parties will provide facilities for such access and inspection.

ARTICLE V. REPORTING AND MONITORING REQUIREMENTS

- 5.01 Quarterly Milestone Progress Reports.** Palm Beach County shall submit quarterly milestone progress reports to SFRTA. SFRTA shall provide Palm Beach County with an electronic version of the milestone progress report that Palm Beach County must complete. Each quarterly progress report must include a detailed summary of the completed Workscope activities and a report on the Workscope schedule. Both SFRTA and Palm Beach County must approve each quarterly milestone progress report. The Quarterly progress reports are due as follows:

- **January 15 for quarter October 1 – December 31**
- **April 15 for quarter January 1 – March 31**
- **July 15 for quarter April 1 – June 30**
- **October 15 for quarter July 1 – September 30**

- 5.02 Final Reports.** Upon completion of the Workscope and not later than sixty (60) calendar days after the end of the Project Activity Period, Palm Beach County must submit a final progress report and a final financial status report of expenditures for the full Workscope that contains a final accounting of the grant matching expenditures. If outstanding claims related to work occurring during the Project Activity Period still exist sixty (60) days following the end of the Project Activity Period, the submission of the Final Report shall automatically extend until all outstanding claims have been resolved. The final report must include inventory of Workscope property as required by Article VIII of this Agreement.
- 5.03 Contents of Reports.** Palm Beach County agrees to report completely and to provide SFRTA with any additional or follow-up information as may be requested by SFRTA.
- 5.04 DBE Reporting Requirements.** Palm Beach County shall provide SFRTA with reports on all DBE activity (see section 10.04 D) for each third party agreement in the form attached hereto as **Exhibit C** and based on the procurement requirements set forth in the *FTA Master Agreement (19) Section 17 Procurement* (see section 2.02 for web link).
- 5.05 Other Monitoring Activities.** To assist SFRTA in monitoring compliance with this Agreement, Palm Beach County agrees to attend meetings as requested by SFRTA and to permit site visits by SFRTA staff, during business hours, upon reasonable notice. Palm Beach County agrees to submit to SFRTA a copy of any promotional information regarding the Workscope distributed by Palm Beach County during the term of this Agreement.
- 5.06 Changed Conditions.** The Palm Beach County agrees to notify SFRTA immediately of any change in conditions, law, ordinance, or regulation, or any other event that may affect Palm Beach County's ability to perform the Workscope in accordance with the terms of this Agreement.
- 5.07 Special Reporting Requirements.** SFRTA is required to report to the FTA regarding activities. Accordingly, Palm Beach County agrees to provide SFRTA with any additional follow-up information reasonably requested by SFRTA, in order to meet SFRTA FTA reporting requirements. Specific reporting requirements are set forth in the *FTA Master Agreement (19) Sections 8 through 10* (see section 2.02 for web link).

ARTICLE VI. PROJECT ACTIVITY PERIOD; TERM; TERMINATION

- 6.01 Project Activity Period.** The County agrees to complete all Workscope activities during the period commencing on the effective date of this Agreement (the "Effective Date"), which shall be the date the Agreement has been executed by both parties, and which shall continue for a period of two years from the Effective Date_ (Project Activity Period). Grant funds may not be

used to reimburse costs for any Workscope activities taking place before the Effective Date or after the end of the Project Activity Period.

- 6.02 Term.** The term of this Agreement shall extend from the Effective Date of this Agreement to a date sixty (60) calendar days following the end of the Project Activity Period to permit close out of this Agreement. If outstanding claims related to work occurring during the Project Activity Period still exist sixty (60) calendar days following the end of the Project Activity Period, the Term of this Agreement shall automatically extend for an additional ninety (90) calendar days in order to resolve any and all outstanding claims.
- 6.03 Termination.** Termination of this Agreement by either party shall be governed by the provisions of the *Uniform Administrative Requirements for Grants and Cooperative Agreement, 49 CFR Part 18* (see section 2.02 for web link).
- 6.04 Effect of Workscope Closeout or Termination.** Palm Beach County agrees that Workscope closeout or termination of this Agreement does not invalidate continuing obligations imposed on the Palm Beach County by this Agreement. Project closeout or termination of this Agreement does not alter SFRTA authority to disallow costs and recover funds on the basis of a later audit or other review, and does not alter the Palm Beach County's obligation to return any funds to SFRTA as a result of later refunds, corrections, or other transactions.

ARTICLE VII. CONTACT PERSONS; PROJECT MANAGER

- 7.01 Contact Persons.** The authorized contact persons for receipts of notices, reports, invoices and approvals under this Agreement are the following:

The SFRTA:

Carla D. McKeever
Grants Administrator
800 NW 33rd St.
Pompano Beach, Florida 33064
954.788.7953
mckeeverc@sfirta.fl.gov

COPY TO:

Teresa J. Moore
General Counsel
800 NW 33rd St.
Pompano Beach, Florida 33064
954.788.7972
mooret@sfirta.fl.gov

Palm Beach County:

Charles D. Frazier
Assistant Executive Director
3201 Electronics Way
West Palm Beach, FL 33407

Or such other person as may be designated in writing for itself by either party.

- 7.02 SFRTA Project Manager.** For purposes of administration of the Agreement, the contact person listed in section 7.01, or such other person as may be designated in writing by the SFRTA Executive Director shall be the Project Manager. Nothing, however, in this Agreement

will be deemed to authorize the SFRTA Project Manager to execute amendments to this Agreement on behalf of the SFRTA.

7.03 Palm Beach County Project Manager. For purposes of administration of this Agreement, the contact person listed in section 7.01, or such other person as may be designated in writing by Palm Beach County, shall be the Project Manager. The Palm Beach County Project Manager shall coordinate Workscope activity with the SFRTA Project Manager and complete the project manager training provided by the SFRTA to ensure compliance with all federal requirements.

ARTICLE VIII. GRANT PROPERTY

The title, acquisition, use, management, and disposition of all property acquired or constructed with grant funds under this Agreement shall be governed by applicable federal law, rule, and guidance including without limitation, the provisions of:

- *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments* 49 C.F.R. Parts 18.31, 18.32, and 18.33 (www.access.gpo.gov/nara/cfr/waisidx_98/49cfr18_98.html)
- *Grant Management Requirements*, FTA Circular 5010.ID (http://www.fta.dot.gov/laws/circulars/leg_reg_8640.html)

The listed documents are incorporated by reference into this Agreement. Copies of these documents are available at the internet websites indicated or, upon request by Palm Beach County, from SFRTA.

Palm Beach County acknowledges that the federal requirements in this Article and throughout this Agreement are subject to change and agrees that the most recent requirements shall govern the Agreement at any particular time.

ARTICLE IX. GENERAL CONDITIONS

- 9.01 Amendments.** The terms of this Agreement may be changed only by mutual agreement of the parties. Such changes shall be effective only upon the execution of written amendments signed by authorized officers of the parties to this Agreement.
- 9.02 Assignment Prohibited.** Palm Beach County shall not assign, subgrant or transfer any Workscope activities without receiving the express written consent of SFRTA. SFRTA may condition such consent on compliance by Palm Beach County with terms and conditions specified by SFRTA.
- 9.03 Indemnification.** Palm Beach County assumes liability for and agrees to defend, indemnify and hold harmless SFRTA, its officers, employees and agents from and against all losses, damages, expense, liability, claims, suits, or demands including, without limitation, attorney's fees, arising out of, resulting from, or relating to the performance of the Grant Project by Palm Beach County or Palm Beach County employees, agents or subcontractors.

Nothing herein is intended to serve as a waiver of sovereign immunity by any party nor shall anything included herein be construed as consent to be sued by third parties in any matter arising out of this Agreement or any other contract. Palm Beach County is a state agency or political subdivision as defined in Chapter 768.28, Florida Statutes, and agrees to be fully responsible for the acts and omissions of its agents or employees to the extent permitted by law.

- 9.04 Workscope Data.** Palm Beach County agrees that the results of the Workscope, the reports submitted, and any new information or technology that is developed with the assistance of this grant is in the public domain and may not be copyrighted or patented by the Palm Beach County. Palm Beach County shall allow public access to all documents, records, reports or other material subject to the applicable provisions for Chapter 119 Florida Statutes, and made or received by Palm Beach County in connection with this Agreement. Failure of Palm Beach County to grant such public access may be grounds for termination of the Agreement by SFRTA.
- 9.05 Nondiscrimination.** Palm Beach County shall agree to comply with all applicable laws relating to nondiscrimination and affirmative action. Palm Beach County agrees to not discriminate against employee, applicant for employment, or participant in the Workscope because of race, color, creed, religion, national origin, sex, marital status with regard to public assistance, membership or activity in a local civil rights commission, disability, or age; and further agrees to take action to ensure that applicants and employees are treated equally with respect to all aspects of employment, including selection for training, rates of pay, and other forms of compensation.
- 9.06 Acknowledgement.** Palm Beach County shall appropriately acknowledge the grant assistance made by SFRTA and the FTA under this agreement in any promotional materials, reports, and publications relating to the Workscope.
- 9.07 Compliance with Law; Obtaining Permits, Licenses, and Authorizations.** Palm Beach County agrees to conduct the Workscope in compliance with all applicable provisions of federal and state laws, rules or regulations. Palm Beach County is responsible for obtaining and complying with all federal or state permits, licenses, and authorizations necessary for performing the Workscope.
- 9.08 Incorporation of Exhibits.** All Exhibits attached to this Agreement will be deemed incorporated into this Agreement.

ARTICLE X. GENERAL FEDERAL REQUIREMENTS

- 10.01 Federal Requirements.** The requirements in this Article X are in addition to and, unless inconsistent and irreconcilable, do not supplant requirements found elsewhere in this Agreement. If any requirement in this Article is inconsistent with a provision found elsewhere in this Agreement and is irreconcilable with such provision, the requirement in this Article shall prevail. When performing work or expanding funds for Project activities, Palm Beach County agrees to comply with all applicable terms and conditions referenced herein. **Palm Beach**

County acknowledges that the federal requirements in this Article X are subject to change and agrees that the most recent requirements shall govern this Agreement at any particular time.

10.02 Incorporation of Specific Federal Requirements. Specifically, and without limitation, the Palm Beach County agrees to comply with the following federal requirements:

- *FTA Master Agreement* (<http://www.fta.dot.gov/documents/19-Master.pdf>)
- *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, 49 CFR Part 18 (http://www.access.gpo.gov/nara/cfr/waisidx_06/49cfr18_06.html)
- *Grant Management Requirements*, FTA Circular 5010.1D (http://www.fta.dot.gov/laws/circulars/leg_reg_8640.html)
- *Third Party Contracting Requirements*, FTA Circular 4220.1F, (http://www.fta.dot.gov/laws/circulars/leg_reg_8641.html) (See also paragraph 10.05)
- *Job Access and Reverse Commute Program Guidance*, FTA Circular C 9050.1 (http://www.fta.dot.gov/laws/circulars/leg_reg_6623.html)

Integrity Certification. By signing this Agreement, Palm Beach County certifies that neither it nor its participants is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in this Agreement by any Federal department or agency. This certification is a material representation of fact upon which SFRTA relies in entering this Agreement. If it is later determined that Palm Beach County knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment. Palm Beach County shall provide to SFRTA immediate written notice if at any time Palm Beach County learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

Certification of Restrictions on Lobbying Disclosure. The provisions of this section apply only if the amount of this Agreement (including the value of any amendments thereto) is equal to, or exceeds \$100,000.

Palm Beach County certifies that no federal appropriated funds have been paid or will be paid by or on behalf of Palm Beach County for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant loan, or cooperative agreement. The certification of this compliance (*Lobbying Restriction Certification*) submitted by Palm Beach County in connection with this Project is incorporated in, and made a part of, this Agreement.

Palm Beach County further certifies that, if any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee or any federal agency, a member of Congress, an officer or employee of

Congress, or an employee of a member of Congress in connection with the projects funded by the funds allocated to Palm Beach County in this Agreement, Palm Beach County shall complete and submit to SFRTA, Standard Form-LLL, *Disclosure Form to Report Lobbying*, in accordance with its instructions.

Palm Beach County certifies that it will require that the language of this certification be included in the award documents for any subcontracts equal to or in excess of \$100,000 under this Agreement, and that all subcontracts shall certify and disclose accordingly to Palm Beach County. All certifications and disclosures shall be forwarded to SFRTA by Palm Beach County.

The certifications referred to in this section (including the *Lobbying Restriction Certification* submitted by Palm Beach County in connection with this project and incorporated in, and made a part of, this Agreement) are material representations of fact upon which SFRTA relies when this contract is made.

10.03 Federal Certification and Assurances (C & A); Execution and Incorporation. Palm Beach County agrees to comply with and to certify compliance with the current Federal *Annual List of Certifications and Assurances for FTA Grants and Cooperative Agreements (C & A)* attached hereto and incorporated herein as **Exhibit D**. Palm Beach County must certify compliance with the applicable provisions by signing the appropriate certification(s) and returning the signed certification(s) as part of the execution of this Agreement. During the terms of this Agreement, Palm Beach County shall annually execute the most current C & A document and provide the same to SFRTA.

10.04 Compliance with Federal Procurement Requirements. Palm Beach County will comply with all applicable federal law, rule, and guidance relating to procurement including, without limitation, the provisions of the *Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments*, 49 C.F.R. Part 18, and *Third Party Contracting Requirements*, FTA Circular 4220.1F, which document is incorporated by reference into this agreement (see section 2.02 for web link). Palm Beach County also shall comply with the following:

- A. Certification of the Palm Beach County Procurement System.** Palm Beach County certifies that its procurement system complies with the standards described in the previous paragraph.
- B. SFRTA Approval of Contracts.** Palm Beach County shall not execute any third party contract or otherwise enter into a binding agreement until it has first received written approval from the SFRTA Project Manager.
- C. Inclusion of Provisions in Lower Tier Contracts.** Palm Beach County agrees to include adequate provisions to ensure compliance with applicable federal requirements in each lower tier third party contract financed in whole or in part with financial assistance under this agreement including all applicable provisions of this Agreement.

D. Disadvantaged Business Enterprise Requirements. Palm Beach County agrees to comply with the requirements of 49 C.F.R. Part 26 and the SFRTA U.S. DOT approved Disadvantaged Business Enterprise (DBE) Requirements, which are attached to and incorporated into this Agreement as **Exhibit E**.

E. Debarment and Suspension. Palm Beach County agrees to comply, and assures the compliance of each Palm Beach County lessee, or third party contractor at any tier, with Executive Order Nos. 12549 and 12689, Debarment and Suspension 31 U.S.C. § 6101 note, and U.S. DOT regulations, Government-wide Debarment and Suspension (Nonprocurement), 49 C.F.R. Part 29. Palm Beach County agrees to and assures that its lessees and third party contractors will review the excluded Parties Listing System at <http://epls.gov/> before entering into any third party subagreement, lease or third party contract [U.S. DOT issued a new amendment to these regulations adopting the optional lower tier coverage for tiers lower than the first tier below a covered nonprocurement transaction]. See, 71 Fed. Reg. 62394, October 25, 2006.

10.05 No Federal Obligation. This grant is financed by federal funds. However, payments to Palm Beach County will be made by SFRTA. The United States is not a party to this Agreement and no reference in this Agreement, to the United States, USDOT, FTA, or any representatives of the federal government makes the United States a party to this Agreement. Palm Beach County shall include this clause in any contracts or agreements under this Agreement.

10.06 Special Provisions. In accordance with Executive Order No. 13513, Federal Leadership on Reducing Text Messaging While Driving, October 1, 2009, 23 U.S.C.A. § 402 note, and DOT Order 3902.10, Text Messaging While December 30, 2009, the Palm Beach County is encouraged to comply with the terms of the following Special Provision.

a. Definitions. As used in this Special Provision:

(1) "Driving" means operating a motor vehicle on a roadway, including while temporarily stationary because of traffic, a traffic light, stop sign, or otherwise. "Driving" does not include being in your vehicle (with or without the motor running) in a location off the roadway where it is safe and legal to remain stationary.

(2) "Text Messaging" means reading from or entering data into any handheld or other electronic device, including for the purpose of short message service texting, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication. The term does not include the use of a cell phone or other electronic device for the limited purpose of entering a telephone number to make an outgoing call or answer an incoming call, unless the practice is prohibited by State or local law.

b. Safety. The Palm Beach County is encouraged to:

(1) Adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving:

(a) Palm Beach County-owned or Palm Beach County-rented vehicles or Government-owned, leased or rented vehicles;

(b) Privately-owned vehicles when on official Project related business or when performing any work for or on behalf of the Project; or

(c) Any vehicle, on or off duty, and using an employer supplied electronic device.

(2) Conduct workplace safety initiatives in a manner commensurate with the Palm Beach County's size, such as:

(a) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and

(b) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

**SUBRECIPIENT AGREEMENT BETWEEN THE SOUTH FLORIDA REGIONAL
TRANSPORTATION AUTHORITY AND THE PALM BEACH COUNTY**

IN WITNESS WHEREOF, the parties have caused this agreement to be executed by their
duly authorized officers on the dates set forth below. This Subrecipient Agreement is effective upon
final execution by both parties.

**PALM BEACH COUNTY BOARD OF
COUNTY COMMISSIONERS**

Date _____

By _____

Approved as to form:

Palm Beach County Attorney

**SOUTH FLORIDA REGIONAL
TRANSPORTATION AUTHORITY**

Date _____

By _____
Executive Director

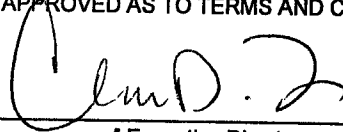
Approved as to form:

SFRTA General Counsel

APPROVED AS TO FORM AND LEGAL SUFFICIENCY

Palm Beach County Attorney

APPROVED AS TO TERMS AND CONDITIONS



for Executive Director
PALM TRAN

EXHIBITS LIST

- Exhibit A FTA Grant Application - Workscope and Budget
- Exhibit B Expense Reimbursement Form
- Exhibit C DBE Monthly Subcontractor Utilization Report
- Exhibit D Annual List of Certifications and Assurances for Federal Transit
Administration Grants and Cooperative Agreement
- Exhibit E SFRTA USDOT Approved Disadvantaged Business Enterprise
Requirements

**EXHIBIT A
WORKSCOPE AND BUDGET**

**Workscope
Fixed Route Improvements**

Project description: This project will be funded in the FY 2012 JARC grant. The proposed project by Palm Beach County's transit service, Palm Tran, is to expand service to existing routes that are experiencing capacity issues due to increased ridership. The grant will be utilized for improvements that will allow customers earlier and later service availability during weekdays and weekends.

**Workscope Budget
Downtown Commuter Circulator**

I. OPERATING PROJECT COST:		\$ 335,226
II. PARTICIPATION		
Maximum Federal Participation	(50%) or	\$ 167,613
Agency Participation		
In-Kind		
Cash	(50%) or	\$ 167,613
Other		
TOTAL OPERATING PROJECT COST		\$ 335,226

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY
BUDGET AMENDMENT**

BGRV 540 062514*590
BGEX 540 062514*1545

FUND 1340 Palm Tran Operating Fund

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPEND/ENC 6/25/2014	REMAINING BALANCE
REVENUE								
<u>Non Departmental Revenue</u>								
540 5021 8064	Transfer from Grant Fund 1341	0	0	167,613	0	167,613		
	Total Receipts & Balances	<u>73,978,900</u>	<u>74,469,440</u>	<u>167,613</u>	<u>0</u>	<u>74,637,053</u>		
APPROPRIATIONS								
<u>Operating Expenses</u>								
540 5140 5214	Diesel Fuel	8,820,436	9,311,674	167,613	0	9,479,287	5,056,369	4,422,918
	Total Receipts & Balances	<u>73,978,900</u>	<u>74,469,440</u>	<u>167,613</u>	<u>0</u>	<u>74,637,053</u>		

PALM TRAN

Initiating Department/Division
Administration/Budget Department Approval
OFMB Department - Posted

Signature

Signatures

Signature

Date
7/2/14

**By Board of County Commissioners
At Meeting of July 22, 2014**

**Deputy Clerk to the
Board of County Commissioners**

**BOARD OF COUNTY COMMISSIONERS
PALM BEACH COUNTY
BUDGET AMENDMENT**

BGRV 540 062514*589
BGEX 540 062514*1542

FUND 1341 Palm Tran Grant Fund

ACCOUNT NUMBER	ACCOUNT NAME	ORIGINAL BUDGET	CURRENT BUDGET	INCREASE	DECREASE	ADJUSTED BUDGET	EXPEND/ENC 6/25/2014	REMAINING BALANCE
REVENUE								
Mass Trans Grants - FTA JARC SFRTA FL-37-X082								
542 5021 3148	State Grant Oth Transportation	0	0	167,613	0	167,613		
	Total Receipts & Balances	48,456,628	43,712,624	167,613	0	43,880,237		
APPROPRIATIONS								
Non Oper Expenditures - FTA JARC SFRTA FL-37-X082								
820 5021 9063	Transfer to Operating Fund 1340	0	0	167,613	0	167,613	0	167,613
	Total Appropriations & Expenditures	48,456,628	43,712,624	167,613	0	43,880,237		

PALM TRAN

Initiating Department/Division
Administration/Budget Department Approval
OFMB Department - Posted

2/11

Signatures

Chris D. Z.

Date

7/1/14

**By Board of County Commissioners
At Meeting of July 22, 2014**

**Deputy Clerk to the
Board of County Commissioners**

ATTACHMENT
Page 2 of 6

View All 1 of 1 | ● Future Accounting Period is not allowed for Document Code (A1474)

PBC Revenue Budget Document(BGRV) Dept: 540 ID: 0625140000000000589 Ver.: 1 Function: New Phase: Draft

Modified by smcintyr , 06/25/2014

Revenue Budget		Total Lines: 1								
Budget FY	Fund	Department	Unit	Revenue	Dollar Amount	Increase/Decrease	Event Type			
2014	1341	542	5021	3148	\$167,613.00	Increase	BG25			
From 1 to 1 Total: 1										

Action: New	Budget FY: 2014
Event Type: BG25	Fiscal Year: 2014
Name: 	Period: 9
Start Date: 	Fund: 1341
End Date: 	Department: 542
Dollar Amount: \$167,613.00	Unit: 5021
Increase/Decrease: Increase	Revenue: 3148 Fed Grnt Indirect-Transportatn
	Contact:
	Contact Name:
	Description: JARC Grant Award - SFRTA FY15, Route TBD
	House Bill Number:

View All 1 of 1 | ● Future Accounting Period is not allowed for Document Code (A1474)

PBC Expense Budget Document(BGEX) Dept: 540 ID: 0625140000000001542 Ver.: 1 Function: New Phase: Draft

Modified by smcintyr , 06/25/2014

Expense Budget		Total Lines: 1						
Budget FY	Fund	Department	Appr Unit	Unit	Object	Dollar Amount	Increase/Decrease	Event Type
2014	1341	820	8205021NA	5021	9063	\$127,500.00	Increase	BG03
From 1 to 1 Total: 1								

Expense Budget

Action: New	Budget FY: 2014
Event Type: BG03	Fiscal Year: 2014
Name: 	Period: 9
Start Date: 	Fund: 1341
End Date: 	Department: 820
Dollar Amount: \$127,500.00	Appr Unit: 8205021NA
Increase/Decrease: Increase	Unit: 5021
	Object: 9063 Tr To Palm Tran Operations Fd 1340
	Contact:
	Contact Name:
	Description: JARC Gant Award - SFRTA FY15, Route TBD
	House Bill Number:

View All 1 of 4 | ● Future Accounting Period is not allowed for Document Code (A1474)

PBC Revenue Budget Document(BGRV) Dept: 540 ID: 0625140000000000590 Ver.: 1 Function: New Phase: Draft

Modified by smcintyr , 06/25/2014

Revenue Budget								Total Lines: 1	
Budget FY	Fund	Department	Unit	Revenue	Dollar Amount	Increase/Decrease	Event Type		
2014	1340	540	5021	8064	\$167,613.00	Increase	BG25		
From 1 to 1 Total: 1									

Action: Modifv	Budget FY: 2014
Event Type: BG25	Fiscal Year: 2014
Name: 	Period: 9
Start Date: 	Fund: 1340
End Date: 	Department: 540
Dollar Amount: \$167,613.00	Unit: 5021
Increase/Decrease: Increase	Revenue: 8064
Tr Fr Palm Tran Grants Fd 1341	
Contact: 	
Contact Name: 	
Description: JARC Grant Award - SFRTA FY15, Route TBD	
House Bill Number: 	

View All 1 of 1 | Document validated successfully

PBC Expense Budget Document(BGEX) Dept: 540 ID: 0625140000000001545 Ver.: 1 Function: New Phase: Draft

Modified by smcintyr , 06/25/2014

Expense Budget		Total Lines: 1							
Budget FY	Fund	Department	Appr Unit	Unit	Object	Dollar Amount	Increase/Decrease	Event Type	
2014	1340	540	54051400A	5140	5214	\$167,613.00	Increase	BG03	
From 1 to 1 Total: 1									

Expense Budget

Action: Modifv	Budget FY: 2014
Event Type: BG03	Fiscal Year: 2014
Name: 	Period: 9
Start Date: 	Fund: 1340
End Date: 	Department: 540
Dollar Amount: \$167,613.00	Appr Unit: 54051400A
Increase/Decrease: Increase	Unit: 5140
	Object: 5214 Diesel Fuel *Sobj
	Contact:
	Contact Name:
	Description:
	House Bill Number: