

CITY COMMISSION AGENDA MEMO
April 25, 2008

FROM: Robert K. Ott, P.E., City Engineer

MEETING: April 6, 2008

SUBJECT: Agreement – KDOT Intelligent Transportation Systems (ITS) Traffic Signal Coordination

PRESENTER: Robert K. Ott, P.E., City Engineer

BACKGROUND

The Kansas Department of Transportation (KDOT) solicits potential Intelligent Transportation System (ITS) projects from County and City Public Works Departments across the State of Kansas. This project was submitted and considered for fiscal year 2008 funding.

ITS may involve various types of projects that could be classified under this heading. Some of those projects include overhead variable message signs, ramp metering, and corridor signal coordination. The overall KDOT goal for this program is to provide “seed money” to encourage entities to use electronics, computers, sensors, and other communication devices to help improve information to motorists and keep the highway system running efficiently and safe.

Fort Riley Boulevard (K-18) is classified as an arterial street by the City of Manhattan. KDOT has classified K-18 as a “C” route and listed it as a non-national highway route. Recently, the Transportation Research Board (TRB) published a manual on “Access Management.” This document briefly discusses how as arterial travel time increases, it will have a decreasing affect on the market area of adjacent businesses. The principle of substitution comes into effect when a customer can find a similar product (equal in cost and quality) closer to their home. As a result, they will not travel as far to get that same product. As K-18 is an important arterial to our local economy, City Administration does not want the street network to deter potential regional customers from our shopping area because of frustration and long travel times.

This project will expand our current signal coordination corridor from the intersection of East Poyntz Avenue/Mall Entrance and US-24 to Richards Drive and K-18. This project, selected by KDOT, will include the coordination of nine more signals. Those nine signals are described as follows:

1. K-18/US-24 and Mall Entrance
2. K-18 and K-177 South Bound Exit Ramp
3. K-18 and Fourth Street
4. K-18 and Juliette Avenue
5. K-18 and Tenth Street
6. K-18 and South Manhattan Avenue
7. K-18 and Seventeenth Street
8. K-18 and Westwood Road
9. K-18 and Richards Drive

The estimated cost of the project to provide a wireless coordinated traffic signal corridor on Fort Riley Boulevard from the intersection of US-24 and Leavenworth Street to Richards Drive and K-18 is \$95,000. The Capital Improvement Program (CIP) contains a project for 2008 in the amount \$200,000 to be used for signal coordination systems through out the City of Manhattan.

DISCUSSION

KDOT is prepared to proceed with the ITS project on Fort Riley Boulevard (K-18) from its intersection with East Poyntz Avenue/Mall Entrance to the intersection of Richards Drive. For the project to move forward, the City and KDOT need to agree on the responsibilities of the City and KDOT relative to this project. KDOT requires a resolution be approved which authorizes the Mayor and City Clerk to execute the agreement. Both the resolution and agreement are attached.

Entering into this agreement will commit the City to match the State funds with local funds. The agreement calls for the City to contribute 25% of the total actual cost of construction.

This project will be designed in house by City staff and the actual construction will be completed by the City's Traffic Division.

FINANCING

This work is similar to other projects funded through KDOT in the City; the City's match for this project will be funded from the annual Special Street and Highway Fund. City Administration is currently estimating the project to have a \$95,000 construction cost. Based on the current estimate for construction, the City's estimated 25% percent share toward this project for construction would be \$23,750.00

ALTERNATIVES

It appears the Commission has the following alternatives concerning the matter at hand. The City Commission may:

1. Approve Resolution No. 050608-A authorizing the Mayor and City Clerk to execute the agreement with KDOT.
2. Deny approval of the resolution.
3. Modify to meet the needs of the Commission.
4. Table the request.

RECOMMENDATION

City Administration recommends the City Commission authorize the Mayor and City Clerk to enter into an agreement with KDOT for the ITS Signal Coordination Project on Fort Riley Boulevard (K-18).

POSSIBLE MOTION

Approve Resolution No. 050608-A authorizing the Mayor and City Clerk to execute Agreement No. 41-08 with the Kansas Department of Transportation for an ITS Signal Coordination Project on Fort Riley Boulevard (K-18) from its intersection with East Poyntz Avenue/Mall Entrance to its intersection with Richards Drive

rko/ie/08056

Attachments:

1. Resolution
2. City – State Agreement

RESOLUTION NO. 050608-A

A RESOLUTION RELATING TO STATE AID FOR FORT RILEY BOULEVARD (K-18) FROM RICHARDS DRIVE TO EAST POYNTZ AVENUE WITHIN THE CORPORATE LIMITS OF THE CITY OF MANHATTAN

Be it Resolved by the Governing Body of the City of Manhattan, Kansas:

That the Mayor and City Clerk are authorized and directed to execute, for and on behalf of the City of Manhattan, Kansas, an agreement between the City and the Kansas Department of Transportation, for Traffic Signal Coordination Improvements on K-18 for the City of Manhattan, Kansas, Riley County, giving the Secretary of Transportation of the State of Kansas authority to act for the City, and in its place and stead, to obtain for the City the benefits of the State ITS Set-Aside Program and obtain the benefits of such program for the City on the terms and conditions set forth in such agreement as may be prepared and approved by the Secretary of Transportation to complete the work for construction of a project along Fort Riley Boulevard (K-18) in the City known as KDOT Project No.18-81 KA – 0787 - 01, and City Project No. ST0814.

Passed by the City Commission this 6th day of May, 2008.

(SEAL)

ATTEST:

GARY S. FEES, CMC, CITY CLERK

MARK J. HATESOHL, MAYOR

ITS SET-ASIDE PROJECT AGREEMENT

This Agreement is made and entered into on _____, 2008, by and between the City of Manhattan, hereinafter referred to as the “City,” and the Secretary of the Kansas Department of Transportation, hereinafter referred to as the “Secretary,” collectively referred to as the “Parties.”

WITNESSETH,

WHEREAS, the City has applied for and the Secretary has approved an ITS Set-Aside Project, hereinafter referred to as the “Project;” and

WHEREAS, the Secretary and the City are empowered by the laws of Kansas to enter into agreements for the Project; and

WHEREAS, the City desires to improve the efficiency of the transportation system by the design and deployment of a wireless coordinated traffic signal corridor project on Fort Riley Boulevard from Leavenworth and US 24 to Richards Drive and K-18.

NOW THEREFORE, the Secretary and the City desire to enter into an Agreement to participate in the cost of the Project by use of State funds.

THE PARTIES MUTUALLY AGREE:

1. Definitions: The Project is defined as the design and deployment of a wireless coordinated traffic signal corridor project on Fort Riley Boulevard.
2. The City shall prepare the plans, if necessary, the specifications, and cost estimate for the Project. The City shall procure the system for the Project consistent with the City’s documented procurement methods, deploy the Project in accordance with the plans and specifications, test the system, participate in vendor provided training and administer both the Project and the payments due the vendor, including the portion of cost borne by the Secretary. The plans and specifications, when approved by the City, are by reference made a part of this Agreement. The participating procurement items shall be shown separated and listed apart from the non-participating procurement items on both the final plans and the procurement documents. The City shall furnish to the ITS Engineer one (1) set of completed specifications for his/her records.

The City shall inform the ITS Engineer of the date the contract is awarded and the total contract amount.

3. The Project shall be in conformance with the 2008 Kansas ITS Project Form.

The 2008 Kansas ITS Project Form for the Project is incorporated by reference and made a part of this Agreement.

The City shall provide a written report based upon the benefits achieved by the Project. The City shall provide the written report no later than six (6) months after the final payment for the Project has been made by the Secretary.

4. The Project will be operated within the limits of any existing right of way.
5. According to the guidelines of the ITS Set-Aside Project, the Secretary agrees to reimburse the City seventy five percent (75%) of the total actual and eligible Project costs up to \$93,000 but not to exceed a maximum of \$69,750 for the total actual and eligible Project costs. The City agrees to be responsible for twenty five percent (25%) of the total actual and eligible Project costs up to \$93,000. In addition, the City agrees to be responsible for one hundred percent (100%) of the Project costs that exceed \$93,000 for the Project.
6. The Secretary agrees to make such payment to the City as soon as reasonably possible after the Project is completed and with receipt of proper billing with certification by the City that the Project is deployed and is now operational in substantial compliance with the scope of work specifications. The City agrees to obtain final acceptance of the Project through the ITS Engineer.
7. It is the policy of the Secretary to make any final payments to the City for services related to the ITS Set-Aside Project in a timely manner. The Single Audit Standards set forth in Federal O.M.B. Circular A-133, "Audit of States, Local Governments, and Non-Profit Organizations" and in 49 C.F.R. 18 (Common Rule), require an audit be performed by an independent certified public accountant in accordance with these standards. All information audited shall comply with 49 C.F.R. 18 (Common Rule).

The Secretary may pay any final amount due for the authorized work performed based upon the City's most recent Single Audit Report available and a desk review of the claim by the Contract Audit Section of the Secretary's Bureau of Fiscal Services. The City, by acceptance of this Agreement, acknowledges the final payment is subject to all single audits that cover the time period of the expenses being claimed for reimbursement. The Secretary and City agree as the Single Audit Report becomes available for the reimbursement period (normally should occur within a period of 1-2 years), the Secretary will review the Single Audit Report for items, which are declared as not eligible for reimbursement. The City agrees to refund payment made by the Secretary to the City for items subsequently found to be not eligible for reimbursement by audit.

8. Upon request by the Secretary, the City shall provide the Secretary an accounting of all non-participating costs associated with the Project which are paid directly by the City to any party outside of the Secretary and all costs incurred by the City

not to be reimbursed by the Secretary. This will enable the Secretary to report all costs of the Project to the legislature.

9. During the Project deployment, representatives of the Secretary shall make periodic inspection of the Project and the records of the City as may be deemed necessary or desirable. The City will direct or cause its vendor to accomplish any corrective action or work required by the Secretary's representative as necessary to the performance of this Agreement.

10. The following changes in the Project desired by the City require the approval of the Secretary:

- a. Fiscal year the Project is to be awarded
- b. Project description
- c. Project scope

Furthermore, during deployment any changes in the plans and specifications require the written approval of the City and the Secretary.

11. The provisions found in Contractual Provisions Attachment Form DA-146a, which is attached hereto and executed by the Parties in this Agreement, are hereby incorporated into this Agreement by reference and made a part hereof.

12. The provisions found in the Kansas Department of Transportation Civil Rights Special Attachment No. 1 attached hereto are hereby incorporated into this Agreement by reference and made a part hereof.

13. The City shall adopt all necessary ordinances and/or resolutions and to take such legal steps as may be required to give full effect to the terms of this Agreement.

14. The City acknowledges and warrants equipment purchased under this Agreement shall be used in accordance within the Project scope detailed in the ITS Application Project Form. If the equipment is not being used in accordance with the Project scope, the City shall reimburse the Secretary for the cost of such equipment. The City shall make payment within thirty (30) days after receiving notice from the Secretary for reimbursement of the purchase cost minus depreciation.

15. To the extent permitted by law and subject to the maximum liability provisions of the Kansas Tort Claims Act, the City will defend, indemnify, hold harmless, and save the Secretary and his or her authorized representatives from any and all costs, liabilities, expenses, suits, judgments, damages to persons or property or claims of any nature whatsoever arising out of or in connection with the provisions or performance of this Agreement by the City, the City's employees, agents, vendors, or subcontractors. The City shall not be required to defend, indemnify, hold harmless, and save the Secretary for negligent acts or omissions of the Secretary or his or her authorized representatives or employees.

16. The City agrees to require the vendor to indemnify and save the Secretary and the City harmless from and against all liability for damage, costs and expenses arising out of any claim, suit, action, or otherwise for injuries and/or damages sustained to persons or property by reason of the work of employees under this Agreement.

17. It is further understood this Agreement and all contracts entered into under the provisions of this Agreement shall be binding upon the Secretary and the City and their successors in office.

18. No third party beneficiaries are intended to be created by this Agreement, nor do the Parties herein authorize anyone not a party to this Agreement to maintain a suit for damages pursuant to the terms or provisions of this Agreement.

IN WITNESS WHEREOF the Parties hereto have caused this Agreement to be signed by their duly authorized officers on the day and year first above written.

CITY OF MANHATTAN, KANSAS

Gary S. Fees
City Clerk

Mark J. Hatesohl
Mayor

(SEAL)

Debra L. Miller
Secretary of Transportation

KANSAS DEPARTMENT OF TRANSPORTATION

Special Attachment
To Contracts or Agreements Entered Into
By the Secretary of Transportation of the State of Kansas

NOTE: Whenever this Special Attachment conflicts with provisions of the Document to which it is attached, this Special Attachment shall govern.

THE CIVIL RIGHTS ACT OF 1964, and any amendments thereto,
REHABILITATION ACT OF 1973, and any amendments thereto,
AMERICANS WITH DISABILITIES ACT OF 1990, and any amendments thereto,
AGE DISCRIMINATION ACT OF 1975, and any amendments thereto,
EXECUTIVE ORDER 12898, FEDERAL ACTIONS TO ADDRESS ENVIRONMENTAL JUSTICE IN
MINORITY POPULATIONS AND LOW INCOME POPULATIONS (1994), and any amendments thereto,
49 C.F.R. Part 26.1 (DBE Program), and any amendments thereto

NOTIFICATION

The Secretary of Transportation for the State of Kansas, in accordance with the provisions of Title VI and Title VII of the Civil Rights Act of 1964 (78 Stat. 252), §504 of the Rehabilitation Act of 1973 (87 Stat. 3555) and the Americans with Disabilities Act of 1990 (42 USC 12101), the Age Discrimination Act of 1975 (42 USC 6101), the Regulations of the U.S. Department of Transportation (49 C.F.R., Part 21, 23, and 27), issued pursuant to such ACT, Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low Income Populations (1994), and the DBE Program (49 C.F.R., Part 26.1), hereby notifies all contracting parties that, the contracting parties will affirmatively insure that this contract will be implemented without discrimination on the grounds of race, religion, color, gender, age, disability, national origin, or minority populations and low income populations as more specifically set out in the following seven "Nondiscrimination Clauses".

CLARIFICATION

Where the term "consultant" appears in the following seven "Nondiscrimination Clauses", the term "consultant" is understood to include all parties to contracts or agreements with the Secretary of Transportation of the State of Kansas.

Nondiscrimination Clauses

During the performance of this contract, the consultant, or the consultant's assignees and successors in interest (hereinafter referred to as the "Consultant"), agrees as follows:

- (1) Compliance with Regulations: The consultant will comply with the Regulations of the U. S. Department of Transportation relative to nondiscrimination in federally-assisted programs of the U.S. Department of Transportation (Title 49, Code of Federal Regulations, Parts 21, 23 and 27,

hereinafter referred to as the Regulations), which are herein incorporated by reference and made a part of this contract.

- (2) **Nondiscrimination:** The consultant, with regard to the work performed by the consultant after award and prior to the completion of the contract work, will not discriminate on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The consultant will not participate either directly or indirectly in the discrimination prohibited by Section 21.5 of the Regulations, including employment practices when the contract covers a program set forth in Appendix B of the Regulations.
- (3) **Solicitations for Subcontractors, Including Procurements of Material and Equipment:** In all solicitations, either competitive bidding or negotiation made by the consultant for work to be performed under a subcontract including procurements of materials and equipment, each potential subcontractor or supplier shall be notified by the consultant of the consultant's obligation under this contract and the Regulations relative to nondiscrimination on the grounds of race, religion, color, gender, age, disability, national origin or minority populations and low income populations.
- (4) **Information and Reports:** The consultant will provide all information and reports required by the Regulations, or orders and instructions issued pursuant thereto, and the Secretary of the Transportation of the State of Kansas will be permitted access to the consultant's books, records, accounts, other sources of information, and facilities as may be determined by the Secretary of Transportation of the State of Kansas to be pertinent to ascertain compliance with such Regulations, orders and instructions. Where any information required of a consultant is in the exclusive possession of another who fails or refuses to furnish this information, the consultant shall so certify to the Secretary of Transportation of the State of Kansas and shall set forth what efforts it has made to obtain the information.
- (5) **Employment:** The consultant will not discriminate against any employee or applicant for employment because of race, religion, color, gender, age, disability, or national origin.
- (6) **Sanctions for Noncompliance:** In the event of the consultant's noncompliance with the nondiscrimination provisions of this contract, the Secretary of Transportation of the State of Kansas shall impose such contract sanctions as the Secretary of Transportation of the State of Kansas may determine to be appropriate, including, but not limited to,
 - (a) withholding of payments to the consultant under the contract until the contractor complies, and/or
 - (b) cancellation, termination or suspension of the contract, in whole or in part.
- (7) **Disadvantaged Business Obligation**

- (a) Disadvantaged Businesses as defined in the Regulations, shall have a level playing field to compete fairly for contracts financed in whole or in part with Federal funds under this contract.
 - (b) All necessary and reasonable steps shall be taken in accordance with the Regulations to ensure that Disadvantaged Businesses have equal opportunity to compete for and perform contracts. No person(s) shall be discriminated against on the basis of race, color, gender, or national origin in the award and performance of federally-assisted contracts.
 - (c) The contractor, sub recipient or subcontractor shall not discriminate on the basis of race, color, national origin, or sex in the performance of this contract. The contractor shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of Federally-assisted contracts. Failure by the contractor to carry out these requirements is a material breach of this contract, which may result in the termination of this contract or such other remedy, as the recipient deems appropriate.
- (8) Executive Order 12898
- (a) To the extent permitted by existing law, and whenever practical and appropriate, all necessary and reasonable steps shall be taken in accordance with Executive Order 12898 to collect, maintain, and analyze information on the race, color, national origin and income level of persons affected by programs, policies and activities of the Secretary of Transportation of the state of Kansas and use such information in complying with this Order.
- (9) Incorporation of Provisions: The consultant will include the provisions of paragraphs (1) through (8) in every subcontract, including procurements of materials and equipment, unless exempt by the Regulations, order, or instructions issued pursuant thereto. The consultant will take such action with respect to any subcontract or procurement as the Secretary of Transportation of the State of Kansas may direct as a means of enforcing such provisions including sanctions for noncompliance: PROVIDED, however, that, in the event a consultant becomes involved in, or is threatened with, litigation with a subcontractor or supplier as a result of such direction, the consultant may request the State to enter into such litigation to protect the interests of the State.

CONTRACTUAL PROVISIONS ATTACHMENT

Important: This form contains mandatory contract provisions and must be attached to or incorporated in all copies of any contractual agreement. If it is attached to the vendor/contractor's standard contract form, then that form must be altered to contain the following provision:

"The Provisions found in Contractual Provisions Attachment (Form DA-146a, Rev. 1-01), which is attached hereto, are hereby incorporated in this contract and made a part thereof."

The parties agree that the following provisions are hereby incorporated into the contract to which it is attached and made a part thereof, said contract being the _____ day of _____, 20_____.

1. **Terms Herein Controlling Provisions:** It is expressly agreed that the terms of each and every provision in this attachment shall prevail and control over the terms of any other conflicting provision in any other document relating to and a part of the contract in which this attachment is incorporated.
2. **Agreement With Kansas Law:** All contractual agreements shall be subject to, governed by, and construed according to the laws of the State of Kansas.
3. **Termination Due To Lack Of Funding Appropriation:** If, in the judgment of the Director of Accounts and Reports, Department of Administration, sufficient funds are not appropriated to continue the function performed in this agreement and for the payment of the charges hereunder, State may terminate this agreement at the end of its current fiscal year. State agrees to give written notice of termination to contractor at least 30 days prior to the end of its current fiscal year, and shall give such notice for a greater period prior to the end of such fiscal year as may be provided in this contract, except that such notice shall not be required prior to 90 days before the end of such fiscal year. Contractor shall have the right, at the end of such fiscal year, to take possession of any equipment provided State under the contract. State will pay to the contractor all regular contractual payments incurred through the end of such fiscal year, plus contractual charges incidental to the return of any such equipment. Upon termination of the agreement by State, title to any such equipment shall revert to contractor at the end of State's current fiscal year. The termination of the contract pursuant to this paragraph shall not cause any penalty to be charged to the agency or the contractor.
4. **Disclaimer Of Liability:** Neither the State of Kansas nor any agency thereof shall hold harmless or indemnify any contractor beyond that liability incurred under the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.).
5. **Anti-Discrimination Clause:** The contractor agrees: (a) to comply with the Kansas Act Against Discrimination (K.S.A. 44-1001 et seq.) and the Kansas Age Discrimination in Employment Act (K.S.A. 44-1111 et seq.) and the applicable provisions of the Americans With Disabilities Act (42 U.S.C. 12101 et seq.) (ADA) and to not discriminate against any person because of race, religion, color, sex, disability, national origin or ancestry, or age in the admission or access to, or treatment or employment in, its programs or activities; (b) to include in all solicitations or advertisements for employees, the phrase "equal opportunity employer"; (c) to comply with the reporting requirements set out at K.S.A. 44-1031 and K.S.A. 44-1116; (d) to include those provisions in every subcontract or purchase order so that they are binding upon such subcontractor or vendor; (e) that a failure to comply with the reporting requirements of (c) above or if the contractor is found guilty of any violation of such acts by the Kansas Human Rights Commission, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration; (f) if it is determined that the contractor has violated applicable provisions of ADA, such violation shall constitute a breach of contract and the contract may be cancelled, terminated or suspended, in whole or in part, by the contracting state agency or the Kansas Department of Administration.

Parties to this contract understand that the provisions of this paragraph number 5 (with the exception of those provisions relating to the ADA) are not applicable to a contractor who employs fewer than four employees during the term of such contract or whose contracts with the contracting state agency cumulatively total \$5,000 or less during the fiscal year of such agency.
6. **Acceptance Of Contract:** This contract shall not be considered accepted, approved or otherwise effective until the statutorily required approvals and certifications have been given.
7. **Arbitration, Damages, Warranties:** Notwithstanding any language to the contrary, no interpretation shall be allowed to find the State or any agency thereof has agreed to binding arbitration, or the payment of damages or penalties upon the occurrence of a contingency. Further, the State of Kansas shall not agree to pay attorney fees and late payment charges beyond those available under the Kansas Prompt Payment Act (K.S.A. 75-6403), and no provision will be given effect which attempts to exclude, modify, disclaim or otherwise attempt to limit implied warranties of merchantability and fitness for a particular purpose.
8. **Representative's Authority To Contract:** By signing this contract, the representative of the contractor thereby represents that such person is duly authorized by the contractor to execute this contract on behalf of the contractor and that the contractor agrees to be bound by the provisions thereof.
9. **Responsibility For Taxes:** The State of Kansas shall not be responsible for, nor indemnify a contractor for, any federal, state or local taxes which may be imposed or levied upon the subject matter of this contract.
10. **Insurance:** The State of Kansas shall not be required to purchase, any insurance against loss or damage to any personal property to which this contract relates, nor shall this contract require the State to establish a "self-insurance" fund to protect against any such loss or damage. Subject to the provisions of the Kansas Tort Claims Act (K.S.A. 75-6101 et seq.), the vendor or lessor shall bear the risk of any loss or damage to any personal property in which vendor or lessor holds title.
11. **Information:** No provision of this contract shall be construed as limiting the Legislative Division of Post Audit from having access to information pursuant to K.S.A. 46-1101 et seq.
12. **The Eleventh Amendment:** "The Eleventh Amendment is an inherent and incumbent protection with the State of Kansas and need not be reserved, but prudence requires the State to reiterate that nothing related to this contract shall be deemed a waiver of the Eleventh Amendment."