

--NOTICE OF MEETING--
PUBLIC WORKS COMMITTEE

May 2, 2023

5:30 PM

CITY HALL

326 GRANT STREET

COUNCIL CHAMBERS

-- AGENDA--

OLD BUSINESS

1. Consideration and approval of minutes from previous meeting

CITIZENS PARTICIPATION

NEW BUSINESS

1. Declare Surplus Property
2. Discuss SS4A Grant Agreement Draft

OTHER BUSINESS

STAFF REPORTS

- Zeb Carney & Greg Dagnan

ADJOURNMENT

PERSONS WITH DISABILITIES WHO NEED SPECIAL ASSISTANCE CALL 417-237-7000 (VOICE) OR 1-800-735-2466 (TDD VIA RELAY MISSOURI) AT LEAST 24 HOURS PRIOR TO MEETING.

POSTED: 04/28/2023

BY: Rachel Sutherland

PUBLIC WORKS COMMITTEE

Public Works Department 623 E 7th Carthage MO 64836
Tele: (417) 237-7010 Fax: (417) 237-7011

"America's Maple Leaf City"



4-4-2022 PUBLIC WORKS COMMITTEE MEETING MINUTES

Committee Members present: David Armstrong, Brandi Ensor, Robin Blair and Ed Hardesty.

Staff Members present: Zeb Carney, Public Works Director, Greg Dagnan, City Administrator and Rachel Sutherland, Public Works Administrative Assistant.

Citizens: John Hacker

Chairman David Armstrong called the Public Works Committee meeting to order at 5:30 p.m.

A motion was made by Ed Hardesty to accept the minutes from the February 7, 2023 Committee meeting. All ayes, motion passed.

New Business:

1. Hay Contract with Jason Peters was discussed; Jason will fertilize and keep up the field. Brandi Ensor made a motion to send to City Council, all ayes, motion carried.

2. Discussion of Sidewalk HH to Fir Rd-TAP #6. This will connect 160 homes in two neighborhoods making it much safer for children.

Robin Blair made a motion to send to City Council, all ayes, motion carried.

3. Vacating Roads McGregor to High. Deed to the Easement would be given to the adjoining property owners direct East and West. This will alleviate the City from having to mow and maintain this property. David feels this will be good for the City.

Ed Hardesty made a motion to send to City Council, all ayes, motion carried.

Staff Reports:

Zeb reported on the following:

- **Last Friday Bill Smith and Zeb checked on a report of raw sewage on the ground at a residence for a second time. The homeowner had previously been offered help that would have benefited him greatly for repairs to the home. He refused the help, a No Trespass was posted on the residence and all utilities were pulled.**
- **Blevins is to have asphalt laid at Oak St., River St., and a section of Grand St. starting April 24th.**
- **Spire Gas is still replacing gas mains and have a projected end date of the 2nd quarter of 2029.**
- **62 loads of shot rock were used at Spring River to stop bank erosion caused from flooding. We have signed a contract with the Army Corp of Engineers for repairs. Greg complimented Zeb on being proactive.**
- **ESM is requesting Annexation to the City.**
- **Work on Fir Rd. has been postponed pending a Grant.**

Greg reported on the following:

- **Waiting on MoDot to call him and discuss the situation with the Railroad and Bridge repair. Working with Melissa Sherman on this.**
- **All Department Heads have been very helpful in making the budget balance. Zeb commented that this has been the easiest Budget Hearing in a long time.**

No further discussion by committee.

Brandi Ensor made a motion to adjourn the meeting at 6:05 p.m. All ayes, motion carried.

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Revised 2023-3-9

- | | | |
|--|---|---|
| 1. Award No. | 2. Effective Date
See No. 17 Below | 3. Assistance Listings No.
20.939 |
| 4. Award To

Unique Entity Id.:
TIN No.: | 5. Sponsoring Office
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590 | |
| 6. Period of Performance
Effective Date of Award – | 7. Total Amount
Federal Share: \$0
Recipient Share: \$0
Other Federal Funds: \$0
Other Funds: \$0
Total: \$0 | |
| 8. Type of Agreement
Grant | 9. Authority
Section 24112 of the Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “Bipartisan Infrastructure Law” or “BIL”) | |
| 10. Procurement Request No. | 11. Federal Funds Obligated
\$0 | |
| 12. Submit Payment Requests To
See article 20. | 13. Payment Office
See article 20. | |
| 14. Accounting and Appropriations Data | | |
| 15. Description of Project | | |

RECIPIENT
16. Signature of Person Authorized to Sign

Signature
Name:
Title:

Date

FEDERAL HIGHWAY ADMINISTRATION
17. Signature of Agreement Officer

Signature
Name:
Title: Agreement Officer

Commented [JEB1]: Instruction: If a grant will use Title 23, U.S. Code, funding in addition to the SS4A funds then Title 23 would apply to the entire project. In this event, the cover page would be removed, and signature pages would be added to the end for FHWA, the State, and the grant recipient.

Commented [JEB2]: Drafting Instruction: For Action Plan Grants, this should be 1-2 years from the effective date, and for Implementation Grants, this should be no more than 5 years from the effective date.

U.S. DEPARTMENT OF TRANSPORTATION

**GRANT AGREEMENT UNDER THE
FISCAL YEAR 2022 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the [United States Department of Transportation (the “USDOT”)]
[Federal Highway Administration (the “FHWA”)] and the [insert full name of applicant] [City of Carthage, Missouri] (the
“Recipient”).

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for
All (“SS4A”) Grant for the [insert project name from the application] [Development of New Comprehensive Safety Action Plan]

The parties therefore agree to the following:

**ARTICLE 1
GENERAL TERMS AND CONDITIONS**

1.1 General Terms and Conditions.

- (a) In this agreement, “General Terms and Conditions” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2022 Safe Streets and Roads for All Grant Program,” dated February 8, 2023, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements>. Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient states that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (BIL, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the [FHWA] [USDOT] the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

ARTICLE 2 APPLICATION, PROJECT, AND AWARD

2.1 Application.

Application Title: [insert full title of submitted application] Comprehensive Safety Action Plan Grant Application

Application Date: [insert the date in box 3 of the SF 424] September 12, 2022

2.2 Award Amount.

SS4A Grant Amount: [insert dollar amount] \$200,000.00

2.3 Award Dates.

Period of Performance End Date: [insert date] October 31, 2024

2.4 Budget Period

Budget Period End Date: [insert date] October 31, 2024

2.5 Action Plan Grant or Implementation Grant Designation.

Designation: [Action Plan] or [Implementation]

Action Plan

2.6 Federal Award Identification Number. The Federal Award Identification Number is listed on page 1, line 1.

ARTICLE 3 SUMMARY PROJECT INFORMATION

3.1 Summary of Project's Statement of Work.

The award will be used by the City of Carthage to develop a comprehensive safety action plan. Drafting Instructions: Use OST's description of the project.

3.2 Project's Estimated Schedule.

Drafting Instructions: If the Grant is for an Action Plan or Supplemental Action Plan, complete the Action Plan Schedule and remove the Implementation Schedule. If the

Commented [USDOT3]: Drafting Instruction: Use whole dollars.

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Commented [USDOT4]: Drafting Instruction: The end of the period of performance should be the last date in which costs are incurred on the project – typically the date of construction final acceptance or 6 months after construction substantial completion and open to traffic date. If a different date is proposed, please insert a comment box with an explanation for the date.

Commented [JEB5]: Instruction: To be completed by USDOT at the time of grant agreement execution.

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Commented [JEB6]: Instruction: To be completed by USDOT at the time of grant agreement execution.

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Commented [USDOT7]: Additional information. See Attachment A for additional details on activities in the scope of the award. See also article 12 of the General Terms and Conditions for context on how this section 3.1 is used in the agreement.

Commented [USDOT8]: Drafting Instruction: This is OST's description of the project which may be found at www.transportation.gov/grants/ss4a/2022-awards.

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Commented [USDOT9]: Additional information. See article 12 and section 17.1 of the General Terms and Conditions for context on how this section 3.2 is used in the agreement.

Commented [USDOT10]: Drafting Instruction: If any of the dates required in 3.2 differ from the dates in the application, each difference must be described in Attachment B.

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Grant is for an implementation project, complete the Implementation Schedule and remove the "Action Plan Schedule."

ACTION PLAN SCHEDULE

Milestone	Schedule Date
Planned Draft Action Plan Completion Date:	{INSERT-DATE}December 31, 2023
Planned Action Plan Completion Date:	{INSERT-DATE}January 31, 2024
Planned Action Plan Adoption Date:	February 27, 2024{INSERT-DATE}
Planned SS4A Final Report Date:	{INSERT-DATE}March 31, 2024

Commented [JEB11]: Drafting Instruction: This schedule must align with the Period of Performance. In cases of consolidated Action Plan Grant applications, a separate table should be included for each individual Action Plan.

IMPLEMENTATION SCHEDULE INVOLVING CONSTRUCTION

Milestone	Schedule Date
Planned NEPA Completion Date:	{insert date}
Planned Construction Start Date	{insert date}
Planned Construction Substantial Completion and Open to Public Use Date:	{insert date}

IMPLEMENTATION SCHEDULE NON-CONSTRUCTION

Milestone	Schedule Date
Planned NEPA Completion Date:	{insert date}
Planned Activity Completion Date:	{insert date}

3.3 Project's Estimated Costs

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	{XXXX}\$200,000
Other Federal Funds::	\$0{XXXX}
State Funds:	\$0{XXXX}
Local Funds:	{XXXX}\$50,000
In-Kind Match:	\$(XXXX)0
Other Funds:	\$0{XXXX}

Commented [USDOT12]: Additional information. See article 12 and section 17.1 of the General Terms and Conditions for context on how this section 3.2 is used in the agreement.

Commented [USDOT13]: Drafting Instruction: If any of the dates required in 3.2 differ from the dates in the application, each difference must be described in Attachment B.

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Commented [JEB14]: Drafting Instruction: Insert a footnote below the table to identify all Other Federal Fund source(s).

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Total Eligible Project Cost: [XXXX] \$250,000

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(b) Supplemental Estimated Budget

~~If this is an Action Plan Grant, delete the row for Construction.~~

Cost Element	Federal Share	Non-Federal Share	Total Budget Amount
Direct Labor	\$0.00	\$0.00	\$0.00
Fringe Benefits	\$0.00	\$0.00	\$0.00
Travel	\$0.00	\$0.00	\$0.00
Equipment	\$0.00	\$0.00	\$0.00
Supplies	\$0.00	\$0.00	\$0.00
Contractual/Consultant	\$0.00 200,000.00	\$0.00 50,000.00	\$250,000.00
Construction	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00
Indirect Costs	\$0.00	\$0.00	\$0.00
Total Budget	\$200,000.00	\$50,000.00	\$250,000.00

(c) Cost Classification Table -Implementation Grants Only

Drafting Instructions: Utilize the descriptions from the SF-424c (<https://www.grants.gov/forms/sf-424-family.html>) to determine what cost goes in each row.

Cost Classification	Total Costs	Non-SS4A Previously Incurred Costs	Eligible Costs
Administrative and legal expenses			
Land, structures, rights-of-way, appraisals, etc.			
Relocation expenses and payments			
Architectural and engineering fees	\$250,000.00	\$0	\$250,000.00
Other architectural and engineering fees			
Project inspection fees			
Site work			
Demolition and removal			
Construction			
Equipment			
Miscellaneous			
Contingency			
Project Total			

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~~If no costs are anticipated in a category, remove the row from the table.~~

ARTICLE 4
RECIPIENT INFORMATION

4.1 Recipient's Unique Entity Identifier.

[Revised] ZDYZNNKUKHH9 [Revised]

4.2 Recipient Contact(s).

[Insert information for the person designated as the official contact.]
[enter name] Zeb Carney
[enter job title] Director of Public Works
[enter organization] City of Carthage, Missouri
[enter address] 623 E 7th Street, Carthage, MO 64836
[enter telephone] (417) 237-7010
[enter email address] z.carney@carthagemo.gov

4.3 Recipient Key Personnel.

[Insert name of key personnel who will be responsible for completing the task. Add rows to identify as many key personnel as necessary.]

Name	Title or Position
[Insert name] Zeb Carney	[insert title] Public Works Director

4.4 USDOT Project Contact(s).

[enter name]
Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
[enter telephone]
[enter email address]

and

[enter name]

Commented [USDOT15]: Drafting Instruction: Add rows to identify as many key personnel as necessary. See section 10.6 (in the General Terms & Conditions).

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Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-310
1200 New Jersey Avenue, S.E.
Washington, DC 20590
[enter telephone]
[enter email address]

and

[enter name]
Agreement Specialist (AS)
Office of Acquisition and Grants Management
HCFA-33, Mail Stop E62-204
1200 New Jersey Avenue, S.E.
Washington, DC 20590
[enter telephone]
[enter email]

and

[enter name]
Agreement Officer's Representative (AOR)
[enter job title]
[enter office]
[enter address]
[enter telephone]
[email address]

and

[enter name]
[enter State] Division Office Point of Contact
[enter job title]
[enter address]
[enter telephone]
[email address]

ARTICLE 5
USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the AO are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

Note: This clause is only applicable to Action Plan Grants.

Unless described in the application and funded in the approved award, the Recipient must obtain prior written approval from the AO for the subaward, transfer, or contracting out of any work under this award above the Simplified Acquisition Threshold. This provision does not apply to the acquisition of supplies, material, equipment, or general support services. Approval of each subaward or contract is contingent upon the Recipient's submittal of a written fair and reasonable price determination, and approval by the AO for each proposed contractor/sub-recipient. Consent to enter into subawards or contracts will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

(Fill in at award or by amendment)

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred in the performance of this agreement if those costs do not exceed the funds available under section 2.2 and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI eInvoicing System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF 271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.

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- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the AO may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the Agreement Officer's Representative (the "AOR") reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) The USDOT may waive the requirement that the Recipient use the DELPHI eInvoicing System. The Recipient may obtain waiver request forms on the DELPHI eInvoicing website (<http://www.dot.gov/cfo/delphi-einvoicing-system.html>) or by contacting the AO. A Recipient who seeks a waiver shall explain why they are unable to use or access the Internet to register and enter payment requests and send a waiver request to

Director of the Office of Financial Management
US Department of Transportation,
Office of Financial Management B-30, Room W93-431
1200 New Jersey Avenue SE
Washington DC 20590-0001

or

DOTElectronicInvoicing@dot.gov.

If the USDOT grants the Recipient a waiver, the Recipient shall submit SF 271s directly to:

DOT/FAA
P.O. Box 268865
Oklahoma City, OK 73125-8865
Attn: [INSERT NAME]

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6
SPECIAL GRANT TERMS

- 6.1 SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section [wherever the date it is in this agreement].

Commented [JEB16]: Drafting Instruction: If this SS4A project will be carried out in phases and each phase will require a separate obligation of SS4A funds, please contact the FHWA Office of Acquisition and Grants Management agreement specialist for information about phasing the obligations in this agreement.

Commented [USDOT17]: Drafting Instruction: DOT and FHWA will consider whether additional special grant terms are needed on a project-by-project basis. For example, special grant terms may be considered for a project that requires agreements with a railroad.

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- 6.2 The Recipient acknowledges that the [Action Plan] [Supplemental Action Plan] will be made publicly available, and the Recipient agrees that it will publish the final [Action Plan] [Supplemental Action Plan] on a publicly available website.
- 6.3 The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.4 There are no other special grant requirements for this [award] [project].

Commented [jgr18]: Drafting Instruction: If this is an implementation project that does not include supplemental planning activities, please remove 6.2.

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Commented [JEB19]: Note: For Action Plan Grants, use "award". For Implementation Grants, use "project". In the event of a phased agreement, the FHWA Office of Acquisitions and Grants Management would provide alternate language to use in this section.

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**ATTACHMENT A
 PERFORMANCE MEASUREMENT INFORMATION**

Study Area: [insert description of area to be studied] Within the city limits of the City of Carthage, Missouri

Baseline Measurement Date: [insert date] July 31, 2024

Baseline Report Date: [insert date] August 31, 2024

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency
Safety Performance [for Implementation Grants]	Fatalities: Total annual fatalities in the project location(s)	Annually and at the end of the period of performance
Safety Performance [for Implementation Grants]	Serious Injuries: Total annual serious injuries in the project location(s) [if available]	Annually and at the end of the period of performance
Safety Performance [for Implementation Grants]	Crashes by Road User Category: Total annual crashes in the project location(s) broken out by types of roadway users involved (e.g., pedestrians, bicyclists, motorcyclist, passenger vehicle occupant, commercial vehicle occupant)	Annually and at the end of the period of performance
Equity	Percent of Funds to Underserved Communities: Funding amount (of total project amount) benefitting underserved communities, as defined by USDOT	End of period of performance
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	End of period of performance

Commented [USDOT20]: Drafting Instruction: This Baseline Measurement date should be as current as possible before the start of construction in Section 3.2.

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Commented [USDOT21]: Drafting Instruction: This Baseline Report Date should be not more than 2 months after the Baseline Measurement Date.

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Commented [USDOT22]: Additional Information. See article 15 of the General Terms and Conditions for context on how this table is used to establish the data collection and reporting requirements.

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Measure	Category and Description	Measurement Frequency
Outcomes and Benefits [for Implementation Grants]	Quantitative Project Benefits: Quantification of evidence-based projects or strategies implemented (e.g., miles of sidewalks installed, number of pedestrian crossings upgraded, etc.)	End of period of performance
Outcomes and Benefits [for Implementation Grants]	Qualitative Project Benefits: Qualitative description of evidence-based projects or strategies implemented (e.g., narrative descriptions, testimonials, high-quality before and after photos, etc.)	End of period of performance
Outcomes and Benefits [for Implementation Grants]	Project Location(s): GIS/geo-coordinate information identifying specific project location(s)	End of period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects of strategies to prevent death and serious injury on roads and streets.	End of period of performance

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ATTACHMENT B
CHANGES FROM APPLICATION

INSTRUCTIONS FOR COMPLETING ATTACHMENT B: Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of this attachment B is to document the differences clearly and accurately in scope, schedule, and budget to establish the parties' knowledge and acceptance of those differences. See section 10.1.

Scope: No changes

Schedule: No changes

Budget: No Changes

The table below provides a summary comparison of the project budget:

**ATTACHMENT C
RACIAL EQUITY AND BARRIERS TO OPPORTUNITY**

1. Efforts to Improve Racial Equity and Reduce Barriers to Opportunity.

The Recipient states that rows marked with "X" in the following table are accurate:

	A racial equity impact analysis has been completed for the Project. <i>(Identify a report on that analysis or, if no report was produced, describe the analysis and its results in the supporting narrative below.)</i>
	The Recipient or a project partner has adopted an equity and inclusion program/plan or has otherwise instituted equity-focused policies related to project procurement, material sourcing, construction, inspection, hiring, or other activities designed to ensure racial equity in the overall delivery and implementation of the Project. <i>(Identify the relevant programs, plans, or policies in the supporting narrative below.)</i>
	The Project includes physical-barrier-mitigating land bridges, caps, lids, linear parks, and multimodal mobility investments that either redress past barriers to opportunity or that proactively create new connections and opportunities for underserved communities that are underserved by transportation. <i>(Identify the relevant investments in the supporting narrative below.)</i>
	The Project includes new or improved walking, biking, and rolling access for individuals with disabilities, especially access that reverses the disproportional impacts of crashes on people of color and mitigates neighborhood bifurcation. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Project includes new or improved freight access to underserved communities to increase access to goods and job opportunities for those underserved communities. <i>(Identify the new or improved access in the supporting narrative below.)</i>
	The Recipient has taken other actions related to the Project to improve racial equity and reduce barriers to opportunity, as described in the supporting narrative below.
X	The Recipient has not yet taken actions related to the Project to improve racial equity and reduce barriers to opportunity but, before beginning construction of the project, will take relevant actions described in the supporting narrative below.
	The Recipient has not taken actions related to the Project to improve racial equity and reduce barriers to opportunity and will not take those actions under this award.

Commented [USDOT23]: Drafting Instruction: Insert an "X" in the left column of one or more rows of this table. For each row marked, follow the relevant instructions describing what information should be placed in the supporting narrative.

2. Supporting Narrative. The draft action plan will identify planned actions to improve racial equity and reduce barriers to opportunity prior to the construction phase of the project.

Insert supporting text, as described in the table above.

Commented [USDOT24]: Drafting Instruction: If this row is marked, the Supporting Narrative must describe relevant activities that will be completed before construction begins. If it is the only row marked, a critical milestone for completing those activities should be proposed at section 3.2.

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Commented [USDOT25]: Drafting Instruction: This narrative should be only if necessary to address the prompts for the check rows in the preceding table.

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Commented [jgr27]: Drafting Instruction: This attachment is only required for projects that receive SS4A grant funding greater than or equal to \$500,000. For Action Plan grants less than \$500,000, Attachment D should be deleted.

Commented [USDOT28]: Drafting Instruction: Insert an "X" in the left column of one or more rows of this table. For each row marked, follow the relevant instructions describing what information should be placed in the supporting narrative.

It is necessary to check at least one row.

Commented [USDOT31]: Drafting Instruction: This narrative should be only necessary to address the prompts for the checked rows in the preceding table.

Commented [jgr32]: Drafting Instruction: This attachment is only required for projects that receive SS4A grant funding greater than or equal to \$500,000. For Action Plan grants less than \$500,000, Attachment E should be deleted.

Commented [USDOT33]: Additional Information. NOFO section F.2.ii require project to sufficiently consider job quality and labor rights, standards, and protections in their planning, as determined by the Department, before receiving funds for construction. The purpose of this attachment is to document DOT's basis for determining the considerations were sufficient for this project. See also article 18 of the General Terms and Conditions.

Commented [USDOT34]: Drafting Instruction: Insert an "X" in the left column of one or more rows of this table. For each row marked, follow the relevant instructions describing what information should be placed in the supporting narrative.

Commented [USDOT37]: Drafting Instruction: This narrative should be only as long as necessary to address the prompts for the check rows in the preceding table.

Commented [jgr38]: Drafting Instruction: This attachment is only required for projects that receive SS4A grant funding greater than or equal to \$500,000. For Action Plan grants less than \$500,000, Attachment F should be deleted.

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[Insert supporting text as described in the table above.]

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