

RESOLUTION NO. 2017- 443

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE NEW JERSEY DEPARTMENT OF TRANSPORTATION AND THE CITY OF VINELAND WITH RESPECT TO LANDIS AVENUE, PHASE 5 (MILL ROAD TO ORCHARD ROAD).

WHEREAS, the New Jersey Department of Transportation has submitted to the City of Vineland a cost reimbursement agreement for an additional construction item with respect to Landis Avenue, Phase 5 (Mill Road to Orchard Road), under Federal Project No. STP-SJ-0056 (168), copy of which is attached; and

WHEREAS, reimbursement to the City for total costs incurred under this agreement shall not exceed \$87,893.00; and

WHEREAS, said Agreement has been reviewed by the governing body and is considered to be in the best interest of the City of Vineland; now, therefore,

BE IT RESOLVED by the City Council of the City of Vineland, as follows:

1. THAT the Mayor and City Clerk are hereby authorized to execute the agreement between the New Jersey Department of Transportation and the City of Vineland with respect to Landis Avenue, Phase 5 (Mill Road to Orchard Road), under Federal Project No. STP-SJ-0056 (168).
2. THAT the City Engineer is designated as the City's representative responsible for project direction and management of said agreement.

Adopted:

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
City Clerk

October 5, 2017

MEMORANDUM TO:  Robert Dickenson, Assistant Business Administrator

FROM: David J. Maillet, P.E., Principal Engineer 

RE: Resurfacing of Landis Avenue, Phase 5 DESIGN  
(Mill Road to Orchard Road)  
Federal Project No. STP- 0056 (186)  
Agreement No. 17-DT-BLA-762  
City Eng. File No.: 17-014

The Federal Highway Administration authorized funding in the amount of \$87,893.00 for the above local lead project (see attached award letter). Enclosed is a copy of the Federal Aid agreement that requires a resolution authorizing execution.

As indicated in the award letter, our department requires four (4) originals of the agreement (pages 13, 16 & 20 of the agreement need to be signed **in blue ink**, and sealed, where required) and four (4) certified copies of the authorizing resolution for submission to NJDOT also signed **in blue ink**. Please note that the date on the first page is not required to be entered at this time.

Should you have any questions or comments feel free to contact this office.

Cc: Susan Baldosaro, CFO





# State of New Jersey

DEPARTMENT OF TRANSPORTATION  
One Executive Campus  
Route 70  
Cherry Hill, New Jersey 08002

CHRIS CHRISTIE  
*Governor*

RICHARD T. HAMMER  
*Commissioner*

KIM GUADAGNO  
*Lt. Governor*

October 4, 2017

Brian Myers, P.E.  
City Engineer, Vineland City  
Department of Engineering  
640 E. Wood Street  
Vineland, NJ 08362-1508

Re.: **LETTER OF AUTHORIZATION**  
Landis Avenue, Phase V (Design)  
Location: Mill Road to Orchard Road (CR 628)  
City of Vineland, Cumberland County  
Federal Project No. STP-0056(168)  
NJDOT Job No. 6014426  
**FAP-2017-Vineland City-02560**

Dear Mr. Myers:

The USDOT - Federal Highway Administration has issued a federal authorization for the above captioned Federal Aid project in the City of Vineland, Cumberland County. This federal authorization is subject to their conditions as stated in attached Federal-Aid Project Agreement approved and authorized by FHWA on.

Please note that the following reflects the amount authorized by FHWA based on cost estimate(s) provided by Vineland City. The amount(s) stated in attached federal authorization document may be different due to other costs involved with this project:

Description	Federally Participating	Federally Non-participating
Construction Costs	\$0.00	\$0.00
Consultant - Construction Engineering (CE) Costs	\$87,893.00	\$0.00
Vineland City's Force Account (CE/I) Costs	\$0.00	\$0.00
Material Testing Costs	\$0.00	\$0.00
Total Amount	\$87,893.00	\$0.00

Requirements for this project include, but are not limited to, the following:

"IMPROVING LIVES BY IMPROVING TRANSPORTATION"  
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## LETTER OF AUTHORIZATION

Landis Avenue, Phase V (Design)  
City of Vineland, Cumberland County  
Federal Project No. STP-0056(168)  
NJDOT Job No. 6014426  
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### Local Public Agency Eligibility:

Vineland City is required to maintain its Local Public Agency Eligibility Certification current and valid during the term of this project agreement in accordance with the requirements of NJDOT Division of Local Aid and Economic Development Policy/Procedure No. 010.00 dated October 1, 2012.

### Project Agreement:

**IMPORTANT:** FHWA requirements (<http://www.fhwa.dot.gov/federal-aidessentials/companionresources/45projreq.pdf>) state that the subaward (Project Agreement) agreement is contingent on the project agreement between the State DOT and FHWA. *The subaward agreement makes Federal-aid available to the LPA, but any costs incurred prior to a subaward agreement are ineligible for reimbursement. Both the agreements between FHWA and NJDOT and the agreement between NJDOT and LPA must be in place in order for costs to be eligible. Costs incurred prior to execution of both agreements would be ineligible.*

- Considering the above, Vineland City is encouraged to return signed copies of the agreement as soon as possible but no later than 45 calendar days from the FHWA Authorization Date (as noted on page 1 of this letter).
- Return four (4) original signed (preferably in blue ink) and sealed copies of the agreement to the Department with following items:
  - Signed/sealed Resolutions (authorizing the Officials to sign the agreement – it is not necessary to write \$ amount)
  - Scope of Work (a brief description of the project)
  - Cost estimate – as submitted for authorization purposes.
- Please enter name/titles of officials in the agreement, where required.
- DO NOT enter the date on page 1. The Department will write this date upon execution of agreement.

### Project Billing:

- The Vineland City must submit a request for reimbursement to the Department in accordance with article 6.2 of attached Federal Aid Agreement No. 17-DT-BLA-762.
- Initial billings shall be issued no later than 3 months after award of construction concurrence by NJDOT.
- Subsequent billings shall be made, as per the federal aid agreement, no later than 3 months after initial billing and at least every 3 months thereafter. Failure to comply with the billing requirements may result in the restriction of authorization of future FHWA funding until such time progress on the submission of timely billings has been demonstrated.
- Vineland City failure to submit an invoice within the durations described in 23 CFR 630.106 will place on FHWA's "List of Inactive Projects". This may lead to de-obligation of funds authorized by FHWA.

### Final Closeout:

- LPA's receiving federal-aid funds are responsible for administering their projects and meeting all federal-aid requirements. The NJDOT, through its Stewardship Agreement with FHWA, is responsible for ensuring that each LPA receiving FHWA funds is adequately staffed and suitably equipped to undertake the federal-aid projects; to provide the supervision and inspection required to complete each project in conformance with the approved plans and specifications; and to ensure that all federal requirements are met.
- Final invoice and project close-out documents shall be submitted by Vineland City to NJDOT within 6 months of receipt of acceptance by NJDOT.

**LETTER OF AUTHORIZATION**

Landis Avenue, Phase V (Design)  
City of Vineland, Cumberland County  
Federal Project No. STP-0056(168)  
NJDOT Job No. 6014426  
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It is the NJDOT's desire to make the process of funding and oversight as reasonable as possible and at the same time satisfy FHWA requirements. Vineland City's cooperation will greatly facilitate this effort and assist in future funding.

Should you have any questions regarding the above, please contact Alka Shah at (856) 486-6710.

Sincerely,



Salim T. Mikhael  
Manager  
District 4 Local Aid

Enclosures

Copy via email (only): Brian Myers, Vineland City  
David Maillet, Vineland City  
Jennifer Marandino [jmarandino@sjtpo.org](mailto:jmarandino@sjtpo.org) (SJTPO)

Ref# 2512, 2571