



NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

MEMORANDUM

TO: NOACA Board of Directors

FROM: Grace Gallucci, Executive Director

DATE: September 1, 2017

RE: **Resolution 2017-035; FY 2018 Budget Amendment – ODOT Adjustment CPG to Actual**

ACTION REQUESTED

The Board of Directors is asked to consider the approval of an amendment to the FY 2018 Overall Work Program (OWP) and budget for the allocation of additional funds received due to an adjustment by the Ohio Department of Transportation (ODOT) and for the resulting additional Overall Work Program (OWP) planning activities. Authorization is also requested for the Executive Director to add to the scope of services of the existing contract with Tierra Plan, LLC. by \$ 80,182 for a total amount of expenditures with the vendor not to exceed \$196,152.

The Finance and Audit Committee has evaluated the financial impacts and recommends the item for Board consideration. Please note, however, that since that meeting, ODOT has modified the amount of the increased allocation; the corrected final amount is reflected in this Board action.

BACKGROUND/JUSTIFICATION FOR CURRENT ACTION

Consolidated Planning Grant (CPG) funding is allocated to NOACA by both the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) for the purposes of its Overall Work Program (OWP) planning activities. These funds pass through ODOT as a primary oversight agency. Original SFY 2018 CPG budgets established by ODOT for development of the SFY 2018 OWP and budget did not account for the full apportionment of FTA CPG funding. ODOT has adjusted the FTA CPG funding to actual.

As a result, NOACA will receive additional Consolidated Planning Grant (CPG) program funds and State Match funds for new SFY 2018 OWP work activities. The following table details the estimated versus actual SFY 2018 funding level:

SFY	CPG	State Match	Local Match	Total
2018 Original	\$3,286,161	\$410,770	\$410,770	\$4,107,701
2018 Revised	\$3,350,306	\$418,788	\$418,788	\$4,187,883
Difference	\$64,145	\$8,018	\$8,018	\$80,182

**RESOLUTION NO. 2017-035
(ODOT ADJUSTMENT FOR CPG ACTUAL)**

NOACA is estimated to receive an additional \$72,163 in increased CPG and State Match funds, which would require an increase of \$8,018 of NOACA Local Match. The total funding available for additional expenditures is \$80,182.

It is proposed that the additional funding be allocated to the "Data Analysis and Retrieval Tool (DART)" activity within the GIS Data Collection and Management project, which was initially only partially funded through a revised CPG allocation from ODOT in the prior year.

It is requested that the Board consider approval of this amendment.

FINANCIAL IMPACT

Programming the increased CPG and State Match would require an additional \$8,018 of NOACA Local Match funds. Approval of the proposed funding request would increase the overall budget by \$80,182. Because this is a new allocation yet to be programmed, there is no impact to existing projects in the OWP.

CONCLUSION/NEXT STEPS

With Board approval, the NOACA OWP and budget would be amended according to the approved action.

GG/rl/2965b

RESOLUTION OF THE BOARD OF DIRECTORS
OF THE
NORTHEAST OHIO AREAWIDE COORDINATING AGENCY

WHEREAS, the Northeast Ohio Areawide Coordinating Agency (NOACA) is the Metropolitan Planning Organization (MPO) for the counties of Cuyahoga, Geauga, Lake, Lorain and Medina, and the areawide water quality management agency for the same region; and

WHEREAS, Consolidated Planning Grant (CPG) funding is allocated to NOACA by both the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) for the purposes of its Overall Work Program (OWP) planning activities

WHEREAS, CPG funding passes through ODOT as a primary oversight agency; and

WHEREAS, original SFY 2018 CPG budgets established by ODOT for development of the SFY 2018 OWP and budget did not account for the full apportionment of FTA CPG funding; and

WHEREAS, NOACA will receive an additional \$72,163 in increased CPG and State Match funds, which would require an increase of \$8,018 of NOACA Local Match. The total funding available for new projects is \$80,182; and

WHEREAS, the additional funding is being requested to be allocated to the "Data Analysis and Retrieval Tool (DART)" activity within the GIS Data Collection and Management project, which was initially only partially funded through a revised CPG allocation from ODOT in the prior year.

WHEREAS, NOACA, through its FY2017 Overall Work Program (OWP) and Budget, has already engaged a consulting firm to assist with the DART project development; and

WHEREAS, NOACA's procurement policy requires that these consulting services be obtained through a competitive process following all applicable federal, state, and local policies and regulations, which was accomplished through a Request for Proposals issued on March 21, 2016, with proposals received on April 21, 2016, of which the firm of Tierra Plan, LLC was the best proposal received.

NOW, THEREFORE, BE IT RESOLVED by the Board of Directors of the Northeast Ohio Areawide Coordinating Agency, consisting of 45 principal officials serving general purpose local governments throughout and within the counties of Cuyahoga, Geauga, Lake, Lorain, and Medina that:

Section 1. The FY2018 budget is amended to include an additional \$80,182 in Comprehensive Planning Grant (CPG) funds.

Section 2. The Executive Director is hereby authorized to amend its current contract, or enter into a new one, for services with the firm of Tierra Plan, LLC. by \$80,182 for a total amount of expenditures for the NOACA DART project with this vendor not to exceed \$196,152.

Section 3. The Executive Director is authorized to transmit certified copies of this resolution to appropriate federal, state, and local agencies.

**RESOLUTION NO. 2017-035
(ODOT ADJUSTMENT FOR CPG ACTUAL)**

Certified to be a true copy of a Resolution of the
Governing Board of the Northeast Ohio Areawide
Coordinating Agency adopted this 8th day of September
2017.

Secretary: 

Date Signed: September 8, 2017