



COUNTY BOARD ADDENDUM

County of Champaign, Urbana, Illinois
Tuesday, December 19, 2017 – 6:30 p.m.

Lyle Shields Meeting Room, Brookens Administrative Services
1776 East Washington Street, Urbana, Illinois

Agenda Item

Page

XIII. New Business

A. Highway & Transportation

- | | |
|---|-------|
| 2. Annual Rural Transit Service Report for FY2017 | 1-4 |
| 3. Approval of Budget Amendment for State Capital Grant No. CAP-14-1060-ILL, Contract No. 4490 | 5-8 |
| 4. Adoption of Resolution No. 10217 Authorizing Execution and Amendment of Downstate Operating Assistance Grant Agreement | 9-17 |
| 5. Adoption of Resolution No. 10218 Authorizing Execution and Amendment of Federal 5311 Grant Agreement | 18-24 |

Memorandum

To: Members of the Champaign County Board
From: Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director
Zoe Keller, CCRPC/Program Compliance Oversight Monitor for Champaign County Rural Public Transportation
Date: December 19, 2017
Re: Annual Rural Transit Service Report for Fiscal Year 2017

Requested Action: Review and approve to be placed on file, the Champaign County Rural Transportation Annual Service Report, including ridership and statistics for areas served in FY17 ending June 30, 2017.

Background: Each quarter the Champaign County Rural Transit Advisory Group (RTAG) reviews a report covering transportation services provided by the Champaign County Area Rural Transit System (C-CARTS), which is operated by the Champaign-Urbana Mass Transit District (CUMTD). Per adopted RTAG bylaws, these quarterly reports are compiled at the end of each fiscal year and presented to the County Board. The attached annual report was prepared by Champaign County's Program Compliance Oversight Monitor (PCOM), and approved by the RTAG. The attached report details rural public transportation services in Champaign County during State Fiscal Year 2017 (July 1, 2016 to June 30, 2017). An archive of quarterly reports can be found on the C-CARTS website, <http://c-carts.com/>.

Notable Events:

- November 7, 2016 – Deviated-Fixed Route, The Eagle Express, began service in Rantoul.
- December 14, 2016 – C69, a 2016 14-passenger bus was totaled in an accident.
- December 15, 2016 – FY2017 Section 5311 Grant Agreement was fully executed by IDOT, for \$153,871 in Federal funding.
- December 16, 2016 – FY2017 Downstate Operating Assistance Program (DOAP) Grant Agreement was fully executed by IDOT, for \$768,800 in State funding.
- May 1, 2017 – C-CARTS implemented minor changes to the Eagle Express schedule, based on information collected during the first five months of service.
- May 31, 2017 – CCRPC staff submitted the 2017 Consolidated Vehicle Procurement (CVP) application to IDOT, requesting one medium-duty bus to replace C69 which was totaled.
- June 13, 2017 – CCRPC staff submitted disposition paperwork to IDOT, asking for C54 and C56 (two medium-duty buses), and C57 (a minivan) to be transferred to a public transit agency or non-profit in need.
- June 22, 2017 – The Champaign County Board approved an updated Intergovernmental Agreement (IGA) and Vehicle Lease Agreement between Champaign County and CUMTD.
- June 2017 – CCRPC and CUMTD staff became involved in the Macoupin County Public Transportation group procurement for Intelligent Transportation Systems (ITS) software.

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Champaign County Area Rural Public Transportation System (C-CARTS) FY2017 Annual Service Report Presented December 19th, 2017



The annual report below covers the last completed IDOT grant year – Fiscal Year 2017 from July 1st, 2016 to June 30th, 2017.

Grantee: Champaign County

Subcommittee & Oversight: Rural Transit Advisory Group (RTAG) & Champaign County Regional Planning Commission (CCRPC)

Operator: Champaign Urbana Mass Transit District (CUMTD)

Transit Service – The table below reflects C-CARTS trips per quarter for FY17*:

- **Trip type** indicates the purpose of each trip. Note: Trips to return home are classified by the trip’s purpose preceding it. For example, if a rider goes to a doctor, then afterwards to a grocery store before returning home; the first trip would be medical and the return trip would be shopping.
- **Trips** are one-way rides, counted each time an individual rider enters and exits a vehicle. A round-trip would count as two trips.
- **Days** are the number of business days (normally M-F, except on Federal holidays and closures due to inclement weather) operated during the month.
- **Average Trips** is the total trips divided by total number of operating days.
- **Accessible** services include the number of trips requiring ADA **Lift** equipment to be used, and trips provided to older adults **60+** years of age.
- **Denials** are counted when a rider requests a trip that could not be accommodated.

*Beginning November 7, 2016 these numbers only reflect demand-response service, as these details are not tracked on the deviated-fixed route.

Quarter	Trip Type Breakouts*						Trips	Days	Daily Average	Accessibility*		Denials Trips
	Medical	Personal	Shopping	Social	Employment	Education				Lift	60+	
July – Sept	1,472	729	160	342	2,719	220	5,642	64	88	542	1,498	451
Oct – Dec	1,442	439	143	247	1,426	310	4,007	63	64	555	1,217	285
Jan – Mar	1,432	306	208	248	1,015	175	3,384	65	52	458	1,100	202
April – June	1,443	367	189	358	889	86	3,332	64	52	555	1,371	117
Total	5,789	1,841	700	1,195	6,049	791	16,365	256	64	2,110	5,186	1,055
Deviated-Fixed Route Totals (Trip Type Not Tracked)							4,672	167	28	Not Tracked		0

System Capacity – The table below reflects rural vehicle system services per quarter for FY17:

FY 2017	6 passenger	12 passenger	14 passenger	Miles	Vehicle Hours
July – Sept	2	0	6	92,659	4,221
Oct – Dec	2	0	6	99,597	4,279
Jan – March	2	0	6	104,271	4,522
April - June	2	0	6	100,524	4,345
Total	2	0	6	397,051	17,367

FY2017 Fiscal Report

FY2017 Quarterly Project Revenue

Quarter	Project Income / Fares	Service Contract Revenue	Total Revenue
Quarter 1	\$15,579.45	\$0.00	\$15,579.45
Quarter 2	\$10,369.14	\$0.00	\$10,369.14
Quarter 3	\$12,772.98	\$27,501.00	\$40,273.98
Quarter 4	\$12,873.87	\$27,521.00	\$40,394.87
Total	\$51,595.44	\$55,022.00	\$106,617.44

Fare Structure: 5311 trips that begin or end in the rural general public service area are \$5 each way. Riders age 60+ are eligible for a \$2 one-way fare. Personal Care Assistants ride for free, and children age 12 and under ride for \$1 each way. Trips that begin and end in Rantoul are \$2 each way, regardless of passenger's age.

Grant Funding

Total FY 2017 Federal Award: \$153,871

Total FY 2017 State Award: \$768,800

Combined Federal and State Grant Awards: \$922,671

Fiscal Year 2017	Total Eligible Expenses	Project Income	Service Contract Revenue	Total Revenue	Expended Federal	Remaining Federal	Expended State	Remaining State	Total Expended Grant Funds	Total Remaining Grant Funds
Quarter 1	\$160,913	\$15,579	\$0	\$15,579	\$76,944	\$76,927	\$68,390	\$700,410	\$145,334	\$777,337
Quarter 2	\$153,891	\$10,369	\$0	\$10,369	\$76,045	\$882	\$67,477	\$632,933	\$288,856	\$633,815
Quarter 3	\$154,485	\$12,773	\$27,501	\$40,274	\$882	\$0	\$100,415	\$532,518	\$390,153	\$532,518
Quarter 4	\$160,004	\$12,874	\$27,521	\$40,395	\$0	\$0	\$104,002	\$428,516	\$494,155	\$428,516

*Note: Numbers in this table are rounded to the nearest dollar.

FY17 Total New C-CARTS Riders = 303

Figures in the table below are the number of new registered riders over the last completed fiscal year, based on their provided home address.

Rural Demand Zone Communities		FY17 Start	1 st Quarter	2 nd Quarter	3 rd Quarter	4 th Quarter	FY17 New Riders	Total Riders End FY17
DRZ1	Dewey	11	0	1	0	0	1	12
	Fisher	19	1	0	1	2	4	23
	Foosland	1	0	0	1	0	1	2
	Gifford	17	3	1	0	0	4	21
	Ludlow	23	1	0	0	0	1	24
	Penfield	9	0	0	1	1	2	11
	Rantoul	1,355	75	32	34	45	186	1,541
	Thomasboro	25	2	1	0	2	5	30
DRZ2	Allerton	2	0	0	0	0	0	2
	Broadlands	1	0	0	0	0	0	1
	Homer	18	0	2	0	0	2	20
	Longview	2	1	0	0	0	1	3
	Ogden	3	0	0	1	0	1	4
	Philo	8	0	0	0	0	0	8
	Royal	0	0	0	0	0	0	0
	Saint Joseph	43	0	3	4	0	7	50
	Sidney	6	3	1	0	0	4	10
DRZ3	Ivesdale	1	0	0	0	0	0	1
	Pesotum	5	0	1	0	0	1	6
	Sadorus	3	0	0	0	0	0	3
	Tolono	36	3	1	5	4	13	49
DRZ4	Mahomet	88	6	4	4	4	18	106
	Seymour	4	0	0	0	0	0	4
	Bondville	1	0	0	0	0	0	1
CUMTD District	Champaign	214	9	3	7	5	24	238
	Savoy	6	0	0	1	1	2	8
	Urbana	319	9	3	4	6	22	341
Outside County Riders		35	1	1	1	1	4	39
Registered Riders		2,255	114	54	64	71	303	2,558

Notes on Residency of Riders:

- Residency is based on the zip code of the home address provided by the rider.
- Outside County Registered Riders – These registered riders’ home addresses are outside of the county, but at some point they traveled within Champaign County.

Memorandum

To: Members of the Champaign County Board
From: Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director
Zoe Keller, CCRPC/Program Compliance Oversight Monitor for Champaign County Rural Public Transportation
Date: December 19, 2017
Re: Champaign County State Capital Grant No. CAP-14-1060-ILL, Contract No. 4490 Budget Amendment

Requested Action: Approve Request for Budget Amendment for State Capital Grant No. CAP-14-1060-ILL, Contract No. 4490.

Background: This capital grant was executed November 6, 2014, with a budget of \$15,780.00 for the purchase of five computers, five desks, and five chairs. After the purchase of two computers and two chairs, the grant balance is \$13,044.75. This project was placed on hold due to the State Budget Impasse. Champaign County received notice on August 31, 2017 that the Illinois Department of Transportation (IDOT) authorized these funds to be unfrozen.

On November 9, 2017, IDOT indicated that an additional \$134,825.00 in banked start-up funds was available to the County, and that these funds could be added to the existing capital grant. These additional funds will completely cover the cost of Intelligent Transportation Systems (ITS) software. After the purchase of ITS, the remaining funds will be utilized for the following additional projects, which are described in detail with justification in the attached request to IDOT:

- Bicycle racks for all C-CARTS vehicles
- Advertisement racks for all C-CARTS vehicles
- Two computers and two desks
- Lockers for C-CARTS' operators

Upon approval from the County Board, CCRPC staff will submit the request to IDOT. Once the budget amendment is approved by IDOT, Champaign County will be able to purchase ITS and implement the other projects as described.

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County Board of Champaign County, Illinois



Brookens Administrative Center
1776 East Washington Street
Urbana, Illinois 61802
Phone (217) 384-3772
Fax (217) 384-3896

C. Pius Weibel
Chair

December 19, 2017

Joseph Iacullo
Section Chief – Northeastern Illinois
Office of Intermodal Project Implementation
Illinois Department of Transportation
69 W. Washington, Suite 2100
Chicago, IL 60602

Re: Champaign County State Capital Grant No. CAP-14-1060-ILL, Contract No. 4490

Dear Mr. Iacullo,

Champaign County received notice on August 31, 2017 that the Illinois Department of Transportation has authorized implementation of capital projects for which grants were previously placed on hold due to the state's financial situation. Champaign County's State Capital Grant (Grant No. CAP-14-1060-ILL, Contract No. 4490) was executed by IDOT November 6, 2014 for the purchase of five computers, five desks, and five chairs. The approved budget for the five computers, five desks, and five chairs was \$15,780.00. After the purchase of two computers and two chairs, the grant balance is \$13,044.75.

On November 9, 2017, IDOT indicated that an additional \$134,825.00 was available to be added to the budget for this grant. This letter serves to request a budget amendment and corresponding scope amendment for this state capital grant.

Over the past seven months, Champaign County has participated in the Macoupin County Public Transportation Intelligent Transportation Systems (ITS) software group-procurement process, which is currently in the pre-award concurrence stage. Due to the efficiency and cost-savings associated with this software, Champaign County believes that ITS is the most valuable and responsible use of these state funds. The total anticipated cost of this project is \$97,000.00.

Additional funds will be utilized for the following projects:

- Bicycle racks for Champaign County's rural transit vehicles (14 total). Bike racks not only increase bus usage, they also integrate bikes and public transportation opening up rural transit to a new demographic of riders. The total anticipated cost of this project is \$20,000.00.

- Advertisement racks for Champaign County's rural transit vehicles (14 total). Under the FAST Act, advertising revenue is eligible as local match. These racks will allow Champaign County to advertise and earn additional local match. The anticipated cost of this project is \$3,500.00.
- Two computers and two desks, which will allow rural transit operators to access Champaign-Urbana Mass Transit District's (rural transit operator) intranet to request time off, view schedules and other work-related information, work email, and communication from CUMTD. This project is estimated to cost \$2,900.00.
- Lockers for Champaign County rural transit operators. Many operators bring seat cushions, uniform jackets, and other items to work and currently lack a space to store these items when not in use. Having a space for personal belongings during their shift will be a significant improvement. The anticipated cost of this project is \$1,500.00.

A detailed revised budget reflecting these changes is attached.

If further information is required, please contact Champaign County's Program Compliance Oversight Monitor, Zoe Keller, at zkeller@ccrpc.org or (217) 531-8285.

Best Regards,

Debra Busey
County Administrator

Grantee Name: Champaign County
 Grant Number: CAP-14-1060-ILL
 Contract Number: 4490
 Contract Executed: 11/6/2014
 Contract Expires: 3/31/2024

Budget Amendment

BUDGET LINE ITEM NUMBER	DESCRIPTION	APPROVED BUDGET	CHANGES	BUDGET REVISION #1
11.42.10	5 Computers, 5 Desks, 5 Chairs	\$ 15,780	\$ (13,045)	\$ 2,735
11.42.10	ITS	\$ -	\$ 97,000	\$ 97,000
TBD	Bicycle Racks (14)	\$ -	\$ 20,000	\$ 20,000
TBD	Advertisement Racks (14)	\$ -	\$ 3,500	\$ 3,500
TBD	2 Computers & 2 Desks	\$ -	\$ 2,900	\$ 2,900
TBD	Lockers	\$ -	\$ 1,500	\$ 1,500
	PROJECT FINANCING	\$ 15,780	\$ 111,855	\$ 127,635



Memorandum

To: Members of the Champaign County Board
From: Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director
Zoe Keller, CCRPC/Program Compliance Oversight Monitor for Champaign County Rural Public Transportation
Date: December 19, 2017
Re: FY2018 Downstate Operating Assistance Program (DOAP) Grant Agreement – Grant No. OP-18-26-IL, Agreement No. 4834 (18-1141-5158)

Requested Action: Approve Resolution Authorizing Execution of FY2018 Downstate Operating Assistance Program (DOAP) Grant Agreement – Grant No. OP-18-26-IL, Agreement No. 4834 (18-1141-5158).

Background: On April 20, 2017, the Champaign County Board authorized the application for rural public transportation funding with Resolution #9923. Champaign County submitted separate applications to the Illinois Department of Transportation (IDOT) for state and federal funding for FY2018 on March 31, 2017. On November 21, 2017 CCRPC staff received the Downstate Operating Assistance Program (DOAP) grant agreement for Champaign County's partial execution.

The amount of this grant agreement is \$566,385.00.

Cham

1776 E. Washington St, Urbana, IL 61802

P 217.328.3313 F 217.328.2426 TTY 217.384.3862 CCRPC.ORG



PART TWO ATTACHMENT 2

RESOLUTION NO. 10217

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF DOWNSTATE OPERATING ASSISTANCE GRANT AGREEMENT

WHEREAS, the provision of public transportation service is essential to the people of Illinois; and

WHEREAS, the Downstate Public Transportation Act (30 ILCS 740/2-1 *et seq.*) (“Act”) authorizes the State of Illinois, acting by and through the Illinois Department of Transportation, to provide grants and make funds available to assist in the development and operation of public transportation systems; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including provision by it of the local share of funds necessary to cover costs not covered by funds provided under the Downstate Public Transportation Act.

NOW, THEREFORE, BE IT RESOLVED BY THE County Board OF Champaign County:

Section 1. That Champaign County enter into a Downstate Public Transportation Operating Assistance Agreement (“Agreement”) with the State of Illinois and amend such Agreement, if necessary, for fiscal year 2018 in order to obtain grant assistance under the provisions of the Act.

Section 2. That the County Administrator of Champaign County is hereby authorized and directed to execute the Agreement or its amendment(s) on behalf of Champaign County for such assistance for fiscal year 2018.

Section 3. That the County Administrator of Champaign County is hereby authorized to provide such information and file such documents as may be required to perform the Agreement and to request and receive the grant funding for fiscal year 2018.

Section 4. That while participating in said operating assistance program Champaign County shall provide all required local matching funds.

PRESENTED and ADOPTED this _____ day of _____, 2017

(Signature of Authorized Official)

(Attest)

Champaign County Board Chair
(Title)

(Date)

GRANT AGREEMENT



**BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION
AND
CHAMPAIGN COUNTY**

The Department of Transportation (Grantor), with its principal office at 2300 Dirksen Parkway, Springfield, Illinois 62764, and Champaign County (Grantee), with its principal office at 1776 E. Washington St., Urbana IL 61802 and payment address (if different than principal office) at SAME hereby enter into this Grant Agreement (Agreement). Grantor and Grantee are collectively referred to herein as "Parties" or individually as a "Party."

**PART ONE – THE UNIFORM TERMS
RECITALS**

WHEREAS, it is the intent of the Parties to perform consistent with all Exhibits and attachments hereto and pursuant to the duties and responsibilities imposed by Grantor under the laws of the State of Illinois and in accordance with the terms, conditions and provisions hereof.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements contained herein, and for other good and valuable consideration, the value, receipt and sufficiency of which are acknowledged, the Parties hereto agree as follows:

**ARTICLE I
AWARD AND GRANTEE-SPECIFIC INFORMATION AND CERTIFICATION**

1.1. DUNS Number; SAM Registration; Nature of Entity. Under penalties of perjury, Grantee certifies that 961922478 is Grantee's correct DUNS number, that 376006910 is Grantee's correct FEIN or Social Security Number, and that Grantee has an active State registration and SAM registration. Grantee is doing business as a (check one):

- | | |
|--|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Pharmacy-Non Corporate |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery Corp. |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Tax Exempt |
| <input type="checkbox"/> Corporation (includes Not For Profit) | <input type="checkbox"/> Limited Liability Company (select applicable tax classification) |
| <input type="checkbox"/> Medical Corporation | <input type="checkbox"/> P = partnership |
| <input checked="" type="checkbox"/> Governmental Unit | <input type="checkbox"/> C = corporation |
| <input type="checkbox"/> Estate or Trust | |

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

1.2. Amount of Agreement. Grant Funds (check one) shall not exceed or are estimated to be \$566,385, of which \$0 are federal funds. Grantee agrees to accept Grantor's payment as specified in the Exhibits and attachments incorporated herein as part of this Agreement.

1.3. **Identification Numbers.** If applicable, the Federal Award Identification Number (FAIN) is N/A, the Federal awarding agency is N/A, and the Federal Award date is N/A. If applicable, the Catalog of Federal Domestic Assistance (CFDA) Name is N/A and Number is N/A. The Catalog of State Financial Assistance (CSFA) Number is 494-80-1141.

1.4. **Term.** This Agreement shall be effective on July 1, 2017 and shall expire on June 30, 2018, unless terminated pursuant to this Agreement.

1.5. **Certification.** Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement shall be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

1.6. **Signatures.** In witness whereof, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.

Illinois Department of Transportation

By: _____
Signature of [Head of Grantor]
Date: _____
Printed Name: Randall S. Blankenhorn
Printed Title: Secretary

Champaign County

By: _____
Signature of Authorized Representative
Date: _____
Printed Name: Debra Busey
Printed Title: Interim County Administrator
E-mail: dbusey@co.champaign.il.us

Designee

By: _____
Signature of First Other Approver, if Applicable
Date: _____
Printed Name: Beth McCluskey
Printed Title: Director, Office of Intermodal
Project Implementation

PART TWO ATTACHMENT 1

OPINION OF COUNSEL

I, the undersigned, am an attorney licensed by and duly admitted to practice law in the State of Illinois and am counsel and attorney for the Champaign County ("Grantee"). In this capacity, my opinion has been requested regarding the eligibility of the Grantee for grant assistance under the provisions of the Downstate Public Transportation Act, 30 ILCS 740/2-1 *et seq.* ("Act"). I have also reviewed the Downstate Operating Assistance Grant Agreement, Agreement No. 4834 (18-1141-5158) , Grant No. OP- 18 - 26-IL ("Agreement") tendered by the State of Illinois ("State") to the Grantee, and I hereby find the following:

1. The Grantee is an eligible "Participant" as defined in the Act.
2. There are no provisions in the Grantee's charter, by-laws, or in the laws or rules of the State of Illinois, United States of America, or any unit of local government that preclude or prohibit the Grantee from entering into such Agreement.
3. The Grantee is fully empowered and authorized to enter into the Agreement and that Agreement, when executed by both parties, will be legally binding upon the Grantee and its successors and assigns.
4. I have no knowledge of any pending or threatened litigation, in either Federal or State court, which would adversely affect the Agreement or prevent the Grantee from contracting with the State for the purpose of receiving a Downstate Operating Assistance Grant.

Based on the foregoing, I am of the opinion that the Grantee is an eligible Participant under the provisions of the Act, and that it is fully empowered and authorized to accept the grant from the State.

Signature: _____
Barbara Mann
Attorney for Champaign County

Date: _____

PART TWO ATTACHMENT 3

STATE OF ILLINOIS
DRUG FREE WORKPLACE CERTIFICATION

This certification is required by the Drug Free Workplace Act (30 ILCS 580/1 *et seq.*). The Drug Free Workplace Act, effective January 1, 1992, requires that no grantee or contractor shall receive a grant or be considered for the purposes of being awarded a contract for the procurement of any property or services from the State unless that grantee or contractor has certified to the State that the grantee or contractor will provide a drug free workplace. False certification or violation of the certification may result in sanctions including, but not limited to, suspension of contract or grant payments, termination of the contract or grant and debarment of contracting or grant opportunities with the State for at least one (1) year but not more than five (5) years.

For the purpose of this certification, "grantee" or "contractor" means a corporation, partnership, or other entity with twenty-five (25) or more employees at the time of issuing the grant, or a department, division, or other unit thereof, directly responsible for the specific performance under a contract or grant of \$5,000 or more from the State.

Grantee certifies and agrees that it will provide a drug free workplace by:

- (a) Publishing a statement:
 - (1) Notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance, including cannabis, is prohibited in the Grantee's workplace.
 - (2) Specifying the actions that will be taken against employees for violations of such prohibition.
 - (3) Notifying the employee that, as a condition of employment on such contract or grant, the employee will:
 - (A) abide by the terms of the statement; and
 - (B) notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five (5) days after such conviction.
- (b) Establishing a drug free awareness program to inform employees about:
 - (1) the dangers of drug abuse in the workplace;
 - (2) the Grantee's policy of maintaining a drug free workplace;
 - (3) any available drug counseling, rehabilitation, and employee assistance programs; and
 - (4) the penalties that may be imposed upon an employee for drug violations.
- (c) Providing a copy of the statement required by subparagraph (a) to each employee engaged in the performance of the grant and to post the statement in a prominent place in the workplace.

- (d) Notifying the Grantor within ten (10) days after receiving notice under part (B) of paragraph (3) of subsection (a) above from an employee or otherwise receiving actual notice of such conviction.
- (e) Imposing a sanction on, or requiring the satisfactory participation in a drug abuse assistance or rehabilitation program by, any employee who is so convicted, as required by Section 5 of the Drug Free Workplace Act.
- (f) Assisting employees in selecting a course of action in the event drug counseling, treatment, and rehabilitation is required and indicating that a trained referral team is in place.
- (g) Making a good faith effort to continue to maintain a drug free workplace through implementation of the Drug Free Workplace Act.

THE UNDERSIGNED AFFIRMS, UNDER PENALTIES OF PERJURY, THAT HE OR SHE IS AUTHORIZED TO EXECUTE THIS CERTIFICATION ON BEHALF OF THE DESIGNATED ORGANIZATION.

Accepted on behalf of Champaign County

Signature of Authorized Representative

Champaign County Administrator
Title

Date

PART THREE ATTACHMENT 1

CERTIFICATION BY GRANTEE NOT TO ENGAGE
IN SCHOOL BUS OPERATIONS

Pursuant to Section 49.19(6) of the Civil Administrative Code of Illinois (20 ILCS 2705/49.19(b), as a condition of receiving grant monies from the Illinois Department of Transportation, the Grantee certifies that it is not engaged in school bus operations exclusively for the transportation of students and school bus personnel in competition with private school bus operators where such private school bus operators are available to provide adequate transportation at reasonable rates in conformance with applicable safety standards.

If the Grantee does engage in school bus operations exclusively for the transportation of students and school bus personnel as described above, then the Grantee certifies that it operates a school system in the area to be served and operates a separate and exclusive school bus program for the school system.

The Grantee further agrees and certifies that it shall immediately notify the Grantor in writing of its involvement in or its intention to become involved in any school bus operation prohibited by Section 49.19(6) of the Civil Administrative Code of Illinois after the date of this certification.

Accepted on behalf of Champaign County

Signature of Authorized
Representative

Champaign County Administrator
Title

Date

STATE OF ILLINOIS	UNIFORM GRANT BUDGET TEMPLATE		AGENCY: Illinois Dept. of Transportation	
Organization Name: Champaign County	DUNS# 961922478		NOFO #	
CFSA Number: 494-80-1141	CSFA Description: Downstate Operating Assistance Program (DOAP)		Fiscal Year(s) : 2018	
All applicants must complete Section A and provide a break-down by the applicable budget categories shown in lines 1-17. Eligible applicants requesting funding for only one year should complete the column under "Year 1." Eligible applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.				
SECTION A -- STATE OF ILLINOIS FUNDS				
Revenues	Year 1	Year 2	Year 3	TOTAL
(a). State of Illinois Grant Amount Requested	\$ 566,385	\$ -	\$ -	\$ -
BUDGET SUMMARY STATE OF ILLINOIS FUNDS				
Budget Expenditure Categories <i>OMB Uniform Guidance Federal Awards Reference 2 CFR 200</i>	Year 1	Year 2	Year 3	TOTAL
1. Personnel (Salaries & Wages) 200.430	\$ 279,860.25	\$ -	\$ -	\$ 279,860
2. Fringe Benefits 200.431	\$ 112,996.29	\$ -	\$ -	\$ 112,996
3. Travel 200.474	\$ 1,263.89	\$ -	\$ -	\$ 1,264
4. Equipment 200.439	\$ -	\$ -	\$ -	\$ -
5. Supplies 200.94	\$ 91,126.55	\$ -	\$ -	\$ 91,127
6. Contractual Services (200.318) & Subawards (200.92)	\$ -	\$ -	\$ -	\$ -
7. Consultant (Professional Services) 200.459	\$ -	\$ -	\$ -	\$ -
8. Construction	\$ -	\$ -	\$ -	\$ -
9. Occupancy (Rent & Utilities) 200.465	\$ 20,854.20	\$ -	\$ -	\$ 20,854
10. Research & Development (R&D) 200.87	\$ -	\$ -	\$ -	\$ -
11. Telecommunications	\$ -	\$ -	\$ -	\$ -
12. Training & Education 200.472	\$ -	\$ -	\$ -	\$ -
13. Direct Administrative costs 200.413	\$ -	\$ -	\$ -	\$ -
14. Miscellaneous Costs	\$ 20,787.22	\$ -	\$ -	\$ 20,787
15. A. Grant Exclusive Line Item(s) (503)	\$ 20,222.26	\$ -	\$ -	\$ 20,222
B. Grant Exclusive Line Item(s) (506)	\$ 19,274.34	\$ -	\$ -	\$ 19,274
C. Grant Exclusive Line Item(s) (507)	\$ -	\$ -	\$ -	\$ -
D. Grant Exclusive Line Item(s) (511)	\$ -	\$ -	\$ -	\$ -
16. Total Direct Costs (lines 1-15) 200.413	\$ 566,385	\$ -	\$ -	\$ 566,385
17. Indirect Costs* (see below) 200.414	\$ -	\$ -	\$ -	\$ -
Rate: _____ % Base: _____				
18. Total Costs State Grant Funds (lines 16 and 17)	\$ 566,385	\$ -	\$ -	\$ 566,385



Memorandum

To: Members of the Champaign County Board
From: Rita Morocoima-Black, CCRPC/CUUATS Planning and Community Development Director
Zoe Keller, CCRPC/Program Compliance Oversight Monitor for Champaign County Rural Public Transportation
Date: December 19, 2017
Re: FY2018 Section 5311 Grant Agreement – Grant No. OP-18-26-FED, Agreement No. 4791 (18-0338-5188)

Requested Action: Approve Resolution Authorizing Execution of FY2018 Section 5311 Grant Agreement – Grant No. OP-18-26-FED, Agreement No. 4791 (18-0338-5188).

Background: On April 20, 2017, the Champaign County Board authorized the application for rural public transportation funding with Resolution #9923. Champaign County submitted separate applications to the Illinois Department of Transportation (IDOT) for state and federal funding for FY2018 on March 31, 2017. On December 5, 2017 CCRPC staff received the federal Section 5311 grant agreement for Champaign County’s partial execution.

The amount of this grant agreement is \$153,871.00.

Cham

1776 E. Washington St, Urbana, IL 61802

P 217.328.3313 F 217.328.2426 TTY 217.384.3862 CCRPC.ORG



PART TWO ATTACHMENT 3

RESOLUTION NO. 10218

RESOLUTION AUTHORIZING EXECUTION AND AMENDMENT OF FEDERAL 5311 GRANT AGREEMENT

WHEREAS, the provision of public transit service is essential to the transportation of persons in the non-urbanized area; and

WHEREAS, 49 U.S.C. § 5311 ("Section 5311"), makes funds available to the State of Illinois to help offset certain operating deficits and administrative expenses of a system providing public transit service in non-urbanized areas; and

WHEREAS, the State of Illinois, acting by and through the Illinois Department of Transportation, is authorized by 30 ILCS 740/3-1 et seq. to provide the Section 5311 grant; and

WHEREAS, grants for said funds will impose certain obligations upon the recipient, including the provision by it of the local share of funds necessary to cover costs not covered by funds provided under Section 5311.

NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BOARD OF *Champaign County*:

Section 1. That an application be made to the Office of Intermodal Project Implementation, Department of Transportation, State of Illinois, for a financial assistance grant under Section 5311 for fiscal year 2018 for the purpose of off-setting a portion of the Public Transportation Program operating deficits of *Champaign County*.

Section 2. That while participating in said operating assistance program *Champaign County* will provide all required local matching funds.

Section 3. That the *County Administrator* of *Champaign County* is hereby authorized and directed to execute and file on behalf of the *Champaign County* such application.

Section 4. That the *County Administrator* of *Champaign County* is authorized to furnish such additional information as may be required by the Office of Intermodal Project Implementation and the Federal Transit Administration in connection with the aforesaid application for said grant.

Section 5. That the *County Administrator* of *Champaign County* is hereby authorized and directed to execute and file on behalf of the *Champaign County* a Section 5311 Grant Agreement ("Agreement") with the Illinois Department of Transportation, and amend such Agreement, if necessary, in order to obtain grant assistance under the provisions of Section 5311 for fiscal year 2018.

Section 6. That the *County Administrator* of *Champaign County* is hereby authorized to provide such information and to file such documents as may be required to perform the Agreement and to receive the grant for fiscal year 2018.

PRESENTED and ADOPTED this _____ day of _____, 2017

(Signature of Authorized Official)

(Attest)

C. Pius Weibel, County Board Chair

(Name and Title)

(Date)

GRANT AGREEMENT



BETWEEN
THE STATE OF ILLINOIS, DEPARTMENT OF TRANSPORTATION
AND
CHAMPAIGN COUNTY

The Illinois Department of Transportation (Grantor), with its principal office at 2300 S. Dirksen Parkway, Springfield, IL 62764, and Champaign County (Grantee), with its principal office at 1776 E. Washington Street, Urbana, IL 61802 and payment address (if different than principal office) at (Same), hereby enter into this Grant Agreement (Agreement). Grantor and Grantee are collectively referred to herein as "Parties" or individually as a "Party."

PART ONE – THE UNIFORM TERMS
RECITALS

WHEREAS, it is the intent of the Parties to perform consistent with all Exhibits and attachments hereto and pursuant to the duties and responsibilities imposed by Grantor under the laws of the State of Illinois and in accordance with the terms, conditions and provisions hereof.

NOW, THEREFORE, in consideration of the foregoing and the mutual agreements contained herein, and for other good and valuable consideration, the value, receipt and sufficiency of which are acknowledged, the Parties hereto agree as follows:

ARTICLE I
AWARD AND GRANTEE-SPECIFIC INFORMATION AND CERTIFICATION

1.1. DUNS Number; SAM Registration; Nature of Entity. Under penalties of perjury, Grantee certifies that 961922478 is Grantee's correct DUNS number, that 376006910 is Grantee's correct FEIN or Social Security Number, and that Grantee has an active State registration and SAM registration. Grantee is doing business as a (check one):

- | | |
|--|---|
| <input type="checkbox"/> Individual | <input type="checkbox"/> Pharmacy-Non Corporate |
| <input type="checkbox"/> Sole Proprietorship | <input type="checkbox"/> Pharmacy/Funeral Home/Cemetery Corp. |
| <input type="checkbox"/> Partnership | <input type="checkbox"/> Tax Exempt |
| <input type="checkbox"/> Corporation (includes Not For Profit) | <input type="checkbox"/> Limited Liability Company (select applicable tax classification) |
| <input type="checkbox"/> Medical Corporation | <input type="checkbox"/> P = partnership |
| <input checked="" type="checkbox"/> Governmental Unit | <input type="checkbox"/> C = corporation |
| <input type="checkbox"/> Estate or Trust | |

If Grantee has not received a payment from the State of Illinois in the last two years, Grantee must submit a W-9 tax form with this Agreement.

1.2. Amount of Agreement. Grant Funds (check one) shall not exceed or are estimated to be \$153,871.00 of which \$153,871.00 are federal funds. Grantee agrees to accept Grantor's payment as specified in the Exhibits and attachments incorporated herein as part of this Agreement.

1.3. **Identification Numbers.** If applicable, the Federal Award Identification Number (FAIN) is IL-2017-037, IL-2016-034, IL-18-X032, IL-18-X031, IL-18-X030, IL-18-X029 and IL-18-X028, the Federal awarding agency is Federal Transit Administration, and the Federal Award date is 09/22/2017. If applicable, the Catalog of Federal Domestic Assistance (CFDA) Name is Section 5311 Formula Funds for Rural Areas and Number is 20.509. The Catalog of State Financial Assistance (CSFA) Number is 494-80-0338.

1.4. **Term.** This Agreement shall be effective on 07/01/2017 and shall expire on 06/30/2018, unless terminated pursuant to this Agreement.

1.5. **Certification.** Grantee certifies under oath that (1) all representations made in this Agreement are true and correct and (2) all Grant Funds awarded pursuant to this Agreement shall be used only for the purpose(s) described herein. Grantee acknowledges that the Award is made solely upon this certification and that any false statements, misrepresentations, or material omissions shall be the basis for immediate termination of this Agreement and repayment of all Grant Funds.

1.6. **Signatures.** In witness whereof, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.

Illinois Department of Transportation

Champaign County

By: _____

Signature of [Head of Grantor]

Date: _____

Printed Name: Randall S. Blankenhorn

Printed Title: Secretary

By: _____

Signature of Authorized Representative

Date: _____

Printed Name: Debra Busey

Printed Title: Interim County Administrator

E-mail: dbusey@co.champaign.il.us

By: _____

Signature of Designee

Date: _____

Printed Name: Beth McCluskey

Printed Title: Director, Office of Intermodal

Project Implementation

PART TWO ATTACHMENT 1

CERTIFICATION AND RESTRICTIONS ON LOBBYING
(for federal funding > \$100,000)

I, _____-' hereby certify
(Debra Busey/Interim County Administrator)

On behalf of _____ that:
(Champaign County)

No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any 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.

If any funds other than federal appropriated funds have been paid or will be paid to any person influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

The undersigned shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including sub-contracts, sub-grants and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31 U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies or affirms the truthfulness and accuracy of the contents of the statements submitted on or with this certification and understands that the provisions of 31 U.S.C. Section 3801, et seq., are applicable thereto.

Name of Subrecipient Champaign County

Type or print name Debra Busey

Signature of authorized representative _____ Date / / 2017

Contract Number 4791 (18-0338-5188) State Grant Number OP-18-26-FED

PART TWO ATTACHMENT 2

OPINION OF COUNSEL

I, the undersigned, am an attorney, licensed by and duly admitted to practice law in the State of Illinois and am counsel and attorney for the (Champaign County) ("Grantee"). In this capacity, my opinion has been requested concerning the eligibility of the (Champaign County) for grant assistance under the provisions of 49 U.S.C. § 5311 ("Section 5311"). I have also reviewed the Section 5311 Operating Assistance Grant Agreement, Contract No. (4791 (18-0338-5188), Grant No. (OP-18-26-FED), ("Agreement") tendered by the State of Illinois ("State") to the Grantee. I hereby advise as follows:

1. The Grantee is an eligible "Subrecipient" as defined in Section 5311.
2. There are no provisions in the Grantee's charter or by-laws or in the laws or rules of the State, the United States of America, or any unit of local of government that preclude or prohibit the Grantee from entering into the Agreement.
3. The Grantee is fully empowered and authorized to enter into the Agreement and that Agreement, when executed by both parties, will be legally binding upon the Grantee and its successors and assigns.
4. I have no knowledge of any pending or threatened litigation, in either Federal or State courts which would adversely affect this application, or which seeks to prohibit the Grantee from contracting with the State for the purpose of receiving a State operating assistance grant.

Based upon the foregoing, I am of the opinion that the Grantee is an eligible Subrecipient under the provisions of Section 5311, and that it is fully empowered and authorized to enter into this Agreement and to accept the grant from the State.

Signature: _____
(Barbara Mann)

Attorney for: _____
Champaign County

Date: _____

STATE OF ILLINOIS	UNIFORM GRANT BUDGET TEMPLATE	AGENCY: Illinois Dept. of Transportation		
Organization Name: Champaign County	DUNS# 961922478	NOFO # Not Applicable		
CFSA Number: 494-80-0338	CSFA Description: Federal 5311 Operating Assistance Program	Fiscal Year(s) : 2018		
All applicants must complete Section A and provide a break-down by the applicable budget categories shown in lines 1-17. Eligible applicants requesting funding for only one year should complete the column under " Year 1." Eligible applicants requesting funding for multi-year grants should complete all applicable columns. Please read all instructions before completing form.				
SECTION A -- STATE OF ILLINOIS FUNDS				
Revenues	Year 1	Year 2	Year 3	TOTAL
(a). State of Illinois Grant Amount Requested	\$153,871.00	\$ -	\$ -	\$ -
BUDGET SUMMARY STATE OF ILLINOIS FUNDS				
Budget Expenditure Categories <i>OMB Uniform Guidance Federal Awards Reference 2 CFR 200</i>	Year 1	Year 2	Year 3	TOTAL
1. Personnel (Salaries & Wages) 200.430	\$ 76,030.22	\$ -	\$ -	\$ 76,030
2. Fringe Benefits 200.431	\$ 30,697.94	\$ -	\$ -	\$ 30,698
3. Travel 200.474	\$ 343.36	\$ -	\$ -	\$ 343
4. Equipment 200.439	\$ -	\$ -	\$ -	\$ -
5. Supplies 200.94	\$ 24,756.54	\$ -	\$ -	\$ 24,757
6. Contractual Services (200.318) & Subawards (200.92)	\$ -	\$ -	\$ -	\$ -
7. Consultant (Professional Services) 200.459	\$ -	\$ -	\$ -	\$ -
8. Construction	\$ -	\$ -	\$ -	\$ -
9. Occupancy (Rent & Utilities) 200.465	\$ 5,665.51	\$ -	\$ -	\$ 5,666
10. Research & Development (R&D) 200.87	\$ -	\$ -	\$ -	\$ -
11. Telecommunications	\$ -	\$ -	\$ -	\$ -
12. Training & Education 200.472	\$ -	\$ -	\$ -	\$ -
13. Direct Administrative costs 200.413	\$ -	\$ -	\$ -	\$ -
14. Miscellaneous Costs	\$ 5,647.31	\$ -	\$ -	\$ 5,647
15. A. <u>Grant Exclusive Line Item(s) (503)</u>	\$ 5,493.82	\$ -	\$ -	\$ 5,494
B. <u>Grant Exclusive Line Item(s) (506)</u>	\$ 5,236.30	\$ -	\$ -	\$ 5,236
C. <u>Grant Exclusive Line Item(s) (507)</u>	\$ -	\$ -	\$ -	\$ -
D. <u>Grant Exclusive Line Item(s) (511)</u>	\$ -	\$ -	\$ -	\$ -
16. Total Direct Costs (lines 1-15) 200.413	\$ 153,871	\$ -	\$ -	\$ 153,871
17. Indirect Costs* (see below) 200.414	\$ -	\$ -	\$ -	\$ -
Rate: _____ % Base: _____				
18. Total Costs State Grant Funds (lines 16 and 17)	\$ 153,871	\$ -	\$ -	\$ 153,871