

CITY OF FLINT

-TIP PROJECT LIFECYCLE-



"CONCEPT TO COMPLETION"

PROJECT SELECTION

WHO IS INVOLVED

Director of Transportation

Assesses referrals, complaints, PASER ratings, future economic development projects, available funding, Contracted City Engineer recommendations, and other considerations to identify projects

Contracted City Engineer

Provides project recommendations, project cost estimates, and confirms feasibility of constructing selected projects

Mayor

Provides project recommendations and approves projects selected to be submitted for TIP funding consideration

City Council

Conveys citizens' road improvement referrals to the Director of Transportation and Mayor on a continuous basis, which are considered during the project selection process

PROJECT SELECTION APPROVAL PROCESS

EXECUTIVE AND LEGISLATIVE APPROVAL

- Director of Transportation directs Administrative Staff to prepare a resolution that identifies the selected projects
- Mayor approves project selections and submit resolution to Flint City Council for approval
- City Council adopts resolution to support submission of projects for funding consideration and commits to provide funding for projects if selected to be included in the TIP

PRESENTED: _____

ADOPTED: _____

RESOLUTION TO CONFIRM THE CITY'S COMMITMENT TO PROVIDE THE LOCAL SHARE OF FUNDING FOR PROJECTS SELECTED TO BE INCLUDED IN THE GENESEE COUNTY TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR FISCAL YEARS 2011-2014 AND THE BACK-UP PROJECTS LIST

BY THE MAYOR:

WHEREAS, The Genesee County Planning Commission Transportation Surface Management (TSM) Committee has requested that the City of Flint submit a resolution that confirms the City's commitment to provide the local share of funding for projects to be recommended by the committee to be included in the Genesee County Transportation Improvement Program during fiscal years 2011-2014 and to be included on the list of back-up projects; and

WHEREAS, The City of Flint Department of Transportation is requesting formal confirmation via the adoption of this resolution that the City is committed to providing the local share of funding for projects recommended to be included in the Genesee County Transportation Improvement Program during fiscal years 2011-2014 and on the list of back-up projects as follows:

| Project Name | Project Limits | Recommended Federal \$ | 20% Local Share \$ | Total Project \$ | Recommended Year | Source of Funding | Additional Funding |
|----------------------|------------------------------|------------------------|--------------------|------------------|---------------------|-----------------------|--|
| Lippincott Blvd | Burr Blvd to Averill | 554,464 | 138,616 | 693,080 | 2011 | FY11 Operating Budget | Fund Balance if necessary |
| West Stewart | Clio Rd to Dupont | 275,680 | 68,920 | 344,600 | 2011 | FY11 Operating Budget | Fund Balance if necessary |
| Genesee Valley Trail | Riverbank Park to City limit | 484,720 | 121,180 | 605,900 | 2012 | FY12 Operating Budget | Fund Balance if necessary Grant funds |
| Saginaw St | Hamilton Ave to Pierson Rd | 1,910,944 | 477,736 | 2,388,680 | 2013 | FY13 Operating Budget | Fund Balance if necessary |
| Saginaw St | Flint River to Hamilton Ave | 1,161,600 | 290,400 | 1,452,000 | Backup Project List | Fund Balance | |

THEREFORE BE IT RESOLVED, That the adoption of this resolution shall attest the City's commitment to providing the local share of funding for projects recommended to be included in the Genesee County Transportation Improvement Program (TIP) during fiscal years 2011-2014 and on the list of back-up projects as indicated above pending adoption of the City's budget each year during the period from FY2011-2014.

APPROVED AS TO FORM: _____

Peter M. Bade
City Attorney

APPROVED AS TO FINANCE: _____

Michael A. Townsend
Finance Director

APPROVED: _____

Gregory Eason
City Administrator

PROGRAMMING THE PROJECT

MPO/STATE

- ❑ TIP applications are submitted to Metropolitan Planning Organization (MPO) for funding consideration and programmed into the TIP via the TIP approval process
- ❑ Contracted City Engineer/support staff prepares the Program Application for Local Agency Projects and submits to the City to obtain the Director's and Mayor's signature approvals
- ❑ Contracted City Engineer submits Program Applications to MDOT Local Agency Programs on behalf of the City
- ❑ Projects are programmed through the MDOT process to include preliminary engineering, construction engineering, and construction costs

PROGRAMMING THE PROJECT (cont.)

LOCAL PROGRAMMING

- Preliminary Engineering (PE)--Third party agreement is executed with Engineering Services provider and submitted to MDOT for approval to program PE reimbursable activities.
- Construction Engineering (CE)--Third party agreement is executed with Engineering Services provider and submitted to MDOT for approval to program CE reimbursable activities
- Funds are pre-encumbered to cover upfront PE and CE expenses.

SUBCONTRACT NO.
CONTROL SECTION NO. STU 25402
JOB NO. 5234A
FED. PROJECT NO. STP 06250501
FED. ITEM NO. BR 5386

CITY OF FLINT
CONSTRUCTION ENGINEERING CONTRACT
A ROAD IMPROVEMENT PROJECT

THIS CONTRACT, made and entered into as of this date of *March 26, 2007*, by and between Rowe Incorporated, Consulting Engineers, of Flint, Michigan, hereinafter referred to as the "CONSULTANT," and the City of Flint, hereinafter referred to as the "LOCAL AGENCY,"

WITNESSETH:

WHEREAS, the LOCAL AGENCY is planning to reconstruct the surface a major street project within its limits; and

WHEREAS, the LOCAL AGENCY desires to engage the professional services and assistance of the CONSULTANT to perform certain construction engineering and inspection services and other related work, said work to be hereinafter referred to as the "SERVICES," required in connection with the construction of the following *Flushing Road* improvements, said improvements to be hereinafter referred to as the "PROJECT,"

*Reconstruction of Flushing Road from the Prospect to Ballenger, also including widening, intersection improvements, sidewalk replacement, and 12" water main construction; and

WHEREAS, the LOCAL AGENCY has programmed the PROJECT with the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for construction with the use of STPU funds administered by the United States Department of Transportation, Federal Highway Administration, hereinafter referred to as the "FHWA," and

WHEREAS, the CONSULTANT is willing to render the SERVICES desired by the LOCAL AGENCY for the considerations hereinafter expressed; and

WHEREAS, the CONSULTANT was selected utilizing a qualifications based selection (QBS) process; and

WHEREAS, the parties hereto have reached an understanding as to the scope of the work and the performance of the SERVICES on the PROJECT and desire to set forth this understanding in the form of a written contract;

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CONTRACT DEVELOPMENT

EXECUTING THE MDOT CONTRACT

- ❑ MDOT submits a contract to be executed to establish the rights and obligations of the parties as it relates to the project
- ❑ Accounting staff identifies the funding sources for the Part A and Part B cost participation and pre-encumbers the funds:
 - Part A=Participating, Transportation
 - Part B=Nonparticipating, Utilities, etc. . .
- ❑ Resolution is prepared and submitted to Flint City Council to secure authorization to enter into the cost participation contract with MDOT
- ❑ A certified resolution is submitted to MDOT along with the signed contract for final contract execution

June 28, 2010

EXHIBIT 2

CONTROL SECTION STU 25482
JOB NUMBER 180287
PROJECT STP 1025(053)

ESTIMATED COST

| CONTRACTED WORK | PART A | PART B | TOTAL |
|-----------------|-------------|-----------|-------------|
| Estimated Cost | \$1,305,000 | \$838,000 | \$2,143,000 |

COST PARTICIPATION

| | | | |
|------------------------------------|-------------|-----------|-------------|
| GRAND TOTAL ESTIMATED COST | \$1,305,000 | \$838,000 | \$2,143,000 |
| Less Federal Funds* | \$ 936,732 | \$ 0 | \$ 936,732 |
| BALANCE (REQUESTING PARTY'S SHARE) | \$ 368,268 | \$838,000 | \$1,206,268 |

Federal Funds for the PART A portion of the PROJECT are limited to an amount as described in Section 5.

NO DEPOSIT

06/30 STPLS FOR 6/29/10 8

CONSTRUCTION PHASE

CONTRACTOR/ENGINEERING/CITY STAFF

- Contractor constructs the project
- Contracted Engineering Services provider conducts construction inspections, oversees field operations, monitors quantities, and construction activities
- City Engineering staff performs surveying activities and material testing
- City Utilities staff performs water testing and connections to the City's water system

M.L. KING

(Pierson to Carpenter)

Design 2010/Construction 2011



Improvements

concrete repairs, curb and gutter
storm sewer upgrades, driveways
sidewalks, water main replacement

CONTRACT ADMINISTRATION

MDOT CONTRACT PAYMENTS

- ❑ MDOT submits invoices to the City for local progress billings
- ❑ The local progress billings detail identifies the contract award amount, Federal, State, and Local participation, the project costs to date and the current monthly charges

| INVOICE | | | | | | | | | | Invoice No. | | |
|--|------|--|-------|-----------|---|------|------|------|------------|-------------------------|--------------|---------------|
| MDOT 841(1-92) | | Refer to this Number in Correspondence | | | | | | | | AP 336157 | | |
| | | | | | | | | | | Date | | |
| | | | | | | | | | | 6/15/11 | | |
| FLINT, CITY OF ATTN: FINANCE DEPARTMENT P O BOX 246 FLINT, MI 48501 | | | | | Department of Transportation Attention: Finance Cashier P. O. Box 30648 Lansing, Michigan 48909 Phone: (517) 335-0413 | | | | | | | |
| Make Check Payable to: State of Michigan -- MDOT | | | | | | | | | | | | |
| In Re: LOCAL PROGRESS BILLINGS SEE ATTACHED DETAIL. | | | | | | | | | | | | |
| PAYMENT DUE AS SPECIFIED IN THE SIGNED AGREEMENT | | | | | | | | | | | | |
| | | | | | | | | | | Invoice Amount: | \$389,679.81 | |
| | | | | | | | | | | Balance Due: | \$389,679.81 | |
| MDOT Fed. Id.: 386000134 | | | | | | | | | | | | |
| DETACH HERE, SEND REMITTANCE AND THIS STUB TO: Michigan Department of Transportation, ATTN: Finance Cashier, P. O. Box 30648, Lansing, Michigan 48909 | | | | | | | | | | | | |
| Invoice No. | Code | Name | | Agreement | | | | | | | | |
| AP 336157 | 218 | FLINT, CITY OF | | 10-5559 | | | | | | | | |
| Tran | AY | Index | PCA | Appr | Fund | AO | AC-3 | GL | Amount | Proj No | Proj Phase | Fed. Item No. |
| 190 | 10 | 90404 | 88888 | 90400 | 4899 | 2203 | | 0548 | 389,679.81 | 109287 | AA | H16630 |
| | | | | | | | | | | RECEIVED | | |
| | | | | | | | | | | JUN 23 | | |
| | | | | | | | | | | BY: | | |
| #8 | | | | | | | | | | MJK (Paisson-Carpenter) | | |

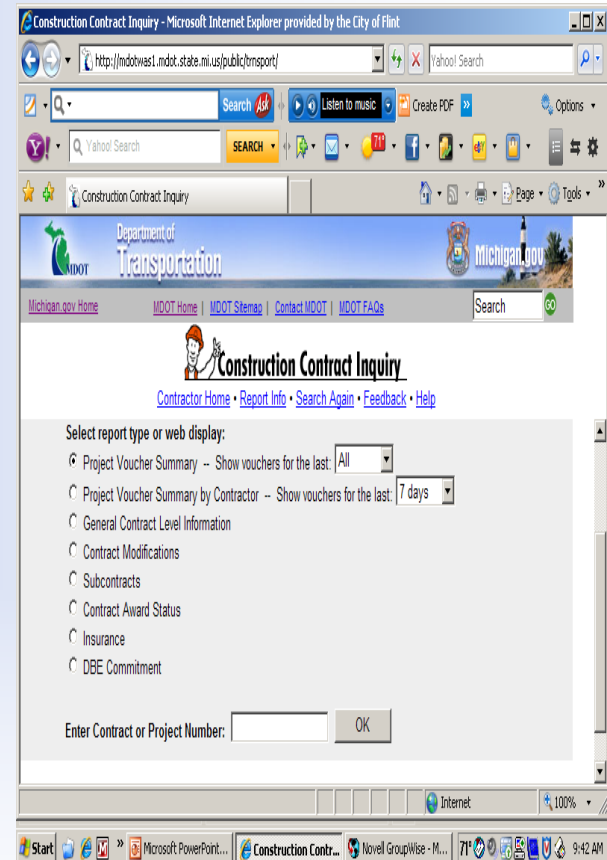
CONTRACT ADMINISTRATION (cont.)

INVOICE RECONCILIATION

- Accountant reconciles invoice amount with project voucher summary payment information located on the MDOT Construction Contract Inquiry website:

<http://mdotwas1.mdot.state.mi.us/public/trnsport/>

- Accountant identifies the appropriate distribution of expenses to the various funding sources based on the category 1 and category 3 pay items for each voucher
- Accountant processes a receiver to initiate the invoice payment after Director approves the payment



PROJECT COST OVERRUNS

UNBUDGETED EXPENSES

- ❑ Often identified during the invoice reconciliation process due to insufficient communication between the Administrative and Accounting staff and MDOT Finance
- ❑ Caused by unforeseen circumstances that develop in the field such as contaminated soil, the condition of underground utilities, less than anticipated Federal participation funding
- ❑ Results in insufficient allocation of funds to cover cost overruns and a delay in processing invoice payments for local progress billings



CLOSEOUT OF PROJECT

FIELD OPERATIONS/ACCOUNTING

- Director and Project Engineer participate in final walk through of the project
- Project Engineer submits final contract documentation to MDOT
- Accountant reconciles final local progress billing and follows up on any outstanding financial issues
- Accounting staff submits outstanding PE and CE reimbursement requests to MDOT
- Project file closed after MDOT Commission Audit reconciles the project

University Avenue Project



QUESTIONS/ADDITIONAL INFORMATION

Please do not hesitate to contact:

DEPARTMENT OF TRANSPORTATION

(810) 766.7135

OUR FLINT • STRONG • PROUD



Dayne Walling
Mayor, City of Flint

“THANK YOU”

DEPARTMENT OF TRANSPORTATION