

INSTRUCTIONS FOR EXECUTING GRANT AGREEMENTS PUBLIC BODY GRANTEES

Included in this correspondence is an electronic file in a PDF format of the grant agreement(s) to be executed between the local grant recipient and the North Carolina Department of Transportation.

1. The person officially authorized by resolution of the governing body to accept the department's offer of financial assistance should electronically sign each agreement where indicated. The signature must be witnessed. Stamped signatures are not acceptable.
2. Enter your agency's **Federal Tax ID Number** and Fiscal Year-End on the signature page. Complete the section on the table for **Contract Administrators**: **For the Contractor: "If Delivered by US Postal Service" and "If Delivered by Any Other Means"**.
3. ***Do not date the agreements.*** This will be done upon execution by the department.
4. ***Return 1 copy within thirty (30) days*** via DocuSign.

A fully executed agreement will be returned to you via email and will be available for review in EBS upon the approval of your Agreement.

In the event the contract cannot be returned within thirty (30) days, please call me immediately at (919) 707-4672.

Please note that the department cannot reimburse the grant recipient for any eligible project expenses until the agreements are fully executed.



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

September 7, 2023

Dr. Kim Eagle, County Manager
Gaston County
P.O. Box 1578
Gastonia, NC 28053-1578

RE: FY23 5339 Bus and Bus Facility Program
Project No.: 23-39-008-01
WBS Element No.: 44637.11.3.3
Period of Performance: 7/1/2022 – 6/30/2025

Dear Dr. Eagle:

On August 3, 2023, the North Carolina Board of Transportation approved additional funds in the amount of \$59,750 to amend Section 5339 Bus and Bus Facility Program.

Originals of the supplemental agreement to be executed between Gaston County and the North Carolina Department of Transportation are enclosed. The resolution authorizes the County Manager to enter into this agreement on behalf of your agency.

If you have any question related to the grant agreement, please contact Myra Freeman, Financial Manager at 919-707-4672 or your assigned Accounting Specialist. In any correspondence, please reference your assigned project number, WBS element, Agreement number and period of performance referenced on this letter.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Brumfield".

Ryan Brumfield
Director

RB\mf
CC: Dr. Gregory Grier, Director

Attachments

STATE OF NORTH CAROLINA
COUNTY OF WAKE

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION

and

GASTON COUNTY

NONURBANIZED AREA PUBLIC TRANSPORTATION SUPPLEMENTAL
AGREEMENT FOR
BUS AND BUS FACILITY GRANT PROGRAM

Federal Award Identification

Agreement Number:	2000061328
NCDOT Project Number:	23-39-008-01
Approved Indirect Cost Rate:	N/A
FAIN Number(s):	NC-2022-033-00
CFDA Number:	20.526
Unique Entity Identifier Number:	QKY9R8A8D5J6
Total Amount of Award (Federal):	\$140,000

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THIS SUPPLEMENTAL AGREEMENT entered into this the _____ day of _____
_____20____ by and between **GASTON COUNTY** (hereinafter referred to as the "Contractor"),
and the **NORTH CAROLINA DEPARTMENT OF TRANSPORTATION** (hereinafter referred to
as the "Department"), witnesseth that:

WHEREAS, the Contractor heretofore entered into an agreement with the Department to
implement, carry out capital projects funded with Federal Transit Administration 5339 grant
program funds administered by the State: and

WHEREAS, the said agreement dated **MAY 5, 2023** sets forth the purpose of the Agreement
and the public transportation capital projects and services as described in the project
application (hereinafter referred to as "Project") properly prepared, endorsed, approved, and
transmitted by the Contractor to the Department, and states the terms and conditions as to the
manner in which the Project will be undertaken; and

WHEREAS, the Agreement allows for the Contractor and the Department to revise or amend the agreement when there is a change in project circumstances or information causing an inconsistency with the terms of the Agreement and requires said agreement to be signed by the original signatories or their authorized designees; and

WHEREAS, the Contractor and Department find it necessary to revise the Project Agreement to correct language in Section 3: Period of Performance and Section 5 Project Implementation.

NOW THEREFORE, in consideration that the Department has determined that the Agreement be revised as follows:

That language appearing in Section 3 of the agreement and reading as follows:

3. Period of Performance.

This Agreement shall commence upon the date of execution with a period of performance for all expenditures that extends from **July 1, 2022 to June 30, 2024** Any requests to change the Period of Performance must be made in accordance with the policies and procedures established by the Department or FTA. The Subrecipient shall commence, carry on, and complete the approved Project in a sound, economical, and efficient manner.

That language appearing in Section 5 of the agreement and reading as follows:

Section 5. Project Implementation.

b. Cost of Project. The total cost of the Project approved by the Department is **EIGHTY THOUSAND TWO HUNDRED FIFTY DOLLARS (\$80,250)** as set forth in the Project Description and Budget, incorporated into this Agreement as Attachment A. The Department shall provide, from Federal and State funds, the percentages of the actual net cost of the Project as indicated below, not in excess of the identified amounts for eligible administrative, operating, and capital expenses. The Contractor hereby agrees that it will provide the percentages of the actual net cost of the Project, as indicated below, and any amounts in excess of the Department's maximum (Federal plus State shares). The net cost is the price paid minus any refunds, rebates, or other items of value received by the Contractor which have the effect of reducing the actual cost.

Capital WBS	Capital Total	Capital Federal (80%)	Capital State (10%)	Capital Local (10%)
44637.11.3.3	\$80,250	\$64,200	\$8,025	\$8,025
Agreement #				
Project Total	Project Total	Project Total Federal	Project Total State	Project Total Local
	\$80,250	\$64,200	\$8,025	\$8,025

Be, and hereby amended and revised to read as follows:

Section 3. Period of Performance.

This Agreement shall commence upon the date of execution with a period of performance for all expenditures that extends from **July 1, 2022 to June 30, 2025.**

Section 5. Project Implementation.

- b. Cost of Project. The Project Capital budget is increased by \$59,750 to provide additional funding for the purchase of vehicles due to the increase in price. The project budget is amended as follows: Federal: \$112,000, State: \$19,975, Local: \$0.
- c. The project budget is hereby amended to incorporate the total cost of the Project approved by the Department as **ONE HUNDRED FORTY THOUSAND DOLLARS (\$140,000)** The Department shall provide, from Federal and State funds, the percentages of the actual net cost of the Project as indicated below, not in excess of the identified amounts for eligible administrative, operating, and capital expenses. The Contractor hereby agrees that it will provide the percentages of the actual net cost of the Project, as indicated below, and any amounts in excess of the Department's maximum (Federal plus State shares). The net cost is the price paid minus any refunds, rebates, or other items of value received by the Contractor which have the effect of reducing the actual cost.

Capital WBS	Capital Total	Capital Federal (80%)	Capital State (14.27%)	Capital Local (5.73%)
44637.11.3.3	\$140,000	\$112,000	\$19,975	\$8,025
Agreement #: 2000061328				
Project Total	Project Total	Project Total Federal	Project Total State	Project Total Local
	\$140,000	\$112,000	\$19,975	\$8,025

IN WITNESS THEREOF, this Supplemental Agreement has been executed by the Department, an agency of the State of North Carolina, and **GASTON COUNTY**, the Contractor, by and through a duly authorized representative, and is effective the date and year first above written. By reference, this Supplemental Agreement incorporates and extends all of the provisions of the attached "Agreement" dated **MAY 5, 2023**.

GASTON COUNTY

BY: _____
TITLE: **COUNTY MANAGER**

(SEAL)

ATTEST: _____
TITLE: _____

**NORTH CAROLINA DEPARTMENT OF
TRANSPORTATION**

BY: _____
TITLE: **DEPUTY SECRETARY FOR MULTI-MODAL
TRANSPORTATION**

APPENDIX A

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION

PROJECT NUMBER: 23-39-008-01

APPROVED BUDGET SUMMARY

EFFECTIVE DATE AUGUST 3, 2023

PROJECT SPONSOR: GASTON COUNTY

PROJECT DESCRIPTION: FY2023 BUS AND BUS FACILITY PROGRAM

I. TOTAL PROJECT EXPENDITURES

DEPARTMENT - 5330 CAPITAL- 44637.11.3.3 \$140,000
PERIOD OF PERFORMANCE JULY 1, 2022 - JUNE 30, 2024

II. TOTAL PROJECT FUNDING

		TOTAL	FEDERAL	STATE	LOCAL
CAPITAL	44637.11.3.3	100%	80%	14.27%	5.73%
AGREEMENT #	2000061328	\$140,000	\$112,000	\$19,975	\$8,025
TOTAL		\$140,000	\$112,000	\$19,975	\$8,025

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION
APPROVED PROJECT BUDGET
EFFECTIVE MARCH 1, 2023

PROJECT: 23-39-008-01
SPONSOR: GASTON COUNTY
WBS: 44637.11.3.3

DEPARTMENT 5330- CAPITAL		
	<u>DESCRIPTION</u>	<u>APPROVED BUDGET</u>
G547	25ft Lt Trans Veh W/Lf Rpl	\$80,250
	TOTAL CAPITAL	\$80,250

NORTH CAROLINA DEPARTMENT OF TRANSPORTATION
PUBLIC TRANSPORTATION DIVISION
APPROVED PROJECT BUDGET
EFFECTIVE AUGUST 3, 2023

PROJECT: 23-39-008-01
SPONSOR: GASTON COUNTY
WBS: 44637.11.3.3

<u>DEPARTMENT 5330 - CAPITAL</u>			
	<u>APPROVED</u>	<u>+ / -</u>	<u>PROPOSED</u>
	<u>BUDGET</u>	<u>CHANGE</u>	<u>BUDGET</u>
G547	\$80,250	\$59,750	\$140,000
TOTAL CAPITAL	\$80,250	\$59,750	\$140,000