


1. GRANT TITLE Mendocino County Pedestrian and Bicyclist Safety Program	
2. NAME OF AGENCY Mendocino County	3. Grant Period From: 10/01/2018 To: 09/30/2019
4. AGENCY UNIT TO ADMINISTER GRANT Mendocino County Public Health	
5. GRANT DESCRIPTION The Mendocino County Health and Human Services Agency Community Health Education and Engagement Unit (CHEE) will work in collaboration with non-profit partner Walk & Bike Mendocino (WBM) to improve the safety of vulnerable users to include children and senior pedestrians and bicyclists. The two organizations will coordinate their efforts and reinforce one another's messaging to address both driver and vulnerable user safety.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$150,000.00	
7. TERMS AND CONDITIONS: The parties agree to comply with the terms and conditions of the following which are by this reference made a part of the Agreement: <ul style="list-style-type: none"> Schedule A – Problem Statement, Goals and Objectives and Method of Procedure Schedule B – Detailed Budget Estimate and Sub-Budget Estimate (if applicable) Schedule B-1 – Budget Narrative and Sub-Budget Narrative (if applicable) Exhibit A – Certifications and Assurances Exhibit B* – OTS Grant Program Manual <p>*Items shown with an asterisk (*), are hereby incorporated by reference and made a part of this agreement as if attached hereto.</p> <p>These documents can be viewed at the OTS home web page under Grants: www.ots.ca.gov.</p> <p>We, the officials named below, hereby swear under penalty of perjury under the laws of the State of California that we are duly authorized to legally bind the Grant recipient to the above described Grant terms and conditions.</p> <p>IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.</p>	
8. Approval Signatures	
A. GRANT DIRECTOR NAME: Kyree Klimist PHONE: (707) 472-2727 TITLE: Sr. Program Manager FAX: ADDRESS: 1120 S. Dora Street Ukiah, CA 95482 EMAIL: klimistk@mendocinocounty.org <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> (Signature) </div> <div style="text-align: center;"> 9/25/18 (Date) </div> </div>	B. AUTHORIZING OFFICIAL OF AGENCY NAME: Anne Molgaard PHONE: (707) 463-7885 TITLE: Chief Operating Officer FAX: ADDRESS: 747 South State Street Ukiah, California 95482 EMAIL: molgaard@mendocinocounty.org <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> (Signature) </div> <div style="text-align: center;"> 9/27/18 (Date) </div> </div>
C. FISCAL OR ACCOUNTING OFFICIAL NAME: Mary Alice Willeford PHONE: (707) 472-2374 TITLE: Administrative Services FAX: (707) 472-2765 Manager II ADDRESS: 1120 S. Dora Street Ukiah, CA 95482 EMAIL: willefom@mendocinocounty.org <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> (Signature) </div> <div style="text-align: center;"> 9/25/18 (Date) </div> </div>	D. AUTHORIZING OFFICIAL OF OFFICE OF TRAFFIC SAFETY NAME: Rhonda L. Craft PHONE: (916) 509-3030 TITLE: Director FAX: (916) 509-3055 ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758 EMAIL: rhonda.craft@ots.ca.gov <div style="display: flex; justify-content: space-between; align-items: flex-end;"> <div style="text-align: center;"> (Signature) </div> <div style="text-align: center;"> (Date) </div> </div>
E. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758	9. DUNS INFORMATION DUNS #: 148558195 REGISTERED ADDRESS: 737 SOUTH STATE STREET CITY: Ukiah ZIP+4: 95482-5815

FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
402PS-19	20.600	0521-0890-101	2018	2018	29/18	\$150,000.00
				AGREEMENT TOTAL		\$150,000.00
				AMOUNT ENCUMBERED BY THIS DOCUMENT		
				\$150,000.00		
<i>I CERTIFY upon my own personal knowledge that the budgeted funds for the current budget year are available for the period and purpose of the expenditure stated above.</i>				PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT		
				\$ 0.00		
OTS ACCOUNTING OFFICER'S SIGNATURE			DATE SIGNED	TOTAL AMOUNT ENCUMBERED TO DATE		
				\$150,000.00		

1. PROBLEM STATEMENT

The Mendocino County Health and Human Services Agency Community Health Education & Engagement Unit (CHEE) will act as a pass through for Walk Bike Mendocino to accomplish their goals. Mendocino County (pop. 87,192), located on California's northern coast, is the state's 15th largest county, covering an area of 3,500 square miles. Two-thirds of residents live in and around the small cities of Ukiah, Fort Bragg, and Willits while the remaining third live in small scattered communities throughout the county, resulting in a population density of only 25 persons/square mile compared with the statewide average density of 239 persons/square miles. County residents are predominantly white/non-Hispanic with large Hispanic (24%) and Native American Indian (6%) populations.

Among California's 58 counties, Mendocino County also has the fourth highest pedestrian killed or injured rate in the state and is in the highest (worst) quartile for pedestrians over 65 injured or killed. *Among pedestrians under 15, rates of fatality and injury are relatively low. However, this is likely a reflection of low pedestrian rates.* In the more rural areas of the County, long distances and the lack of sidewalks or shoulders on the road make walking or bicycling very difficult and uncommon. In the more densely populated cities many parents overestimate the risks and underestimate the benefits of walking and bicycling. For example, one local school actively discourages children from walking and biking to school out of fear for children's safety. This misplaced fear leads to increased traffic and congestion and increases the risk for all. Every car that is taken off the road is one less car that could hit a student.

For the past several years, and with OTS support (FY 13/14), CHEE has been working to advocate for and build more walkable and bikeable communities, and to create and disseminate effective promotional messages to encourage people to be more active. These efforts, many of which were in coordination with Walk & Bike Mendocino, have proven successful – more adults are riding bikes to in-town destinations and more students are biking or walking to school and other activities. An increase in mode share for bicyclists and walkers has been shown to correlate with improved safety for both drivers and vulnerable users.

Target Population:

The proposed project will be carried out primarily in the county's three largest and most densely populated communities—Fort Bragg, Ukiah, and Willits. These areas have a combined population of more than 60,000:

- Fort Bragg (95427 zip code, population 14,961)
- Ukiah (95482 zip code, population 31,802)
- Willits (95490 zip code, population 13,506)
- Walk & Bike Mendocino will work with school age children, their parents, and seniors throughout Mendocino County. Traffic safety data suggests that adults and senior pedestrians in Mendocino County are at high risk relative to the rest of the state. Additionally, recent Safe Routes to School work in Mendocino County has identified parent and adult fear (for their children) as a major barrier to increasing active transportation mode share, particularly at schools. This program will decrease fear as a barrier by providing empowerment through education regarding the positive benefit to risk ratio in opting for Active Transportation. In other words, the health benefits of walking and biking far exceed the risks, even more so when pedestrians and bicyclist employ safe traffic engagement strategies including remaining sober. The project goal is to decrease pedestrian and bicyclist collisions with an emphasis school age children, their parents, and senior safety and mobility.

Strategies:

- **Walk & Bike Mendocino (WBM)** will feature outreach and education efforts to school age children and seniors throughout Mendocino County to include school-based education, bike rodeos and community awareness events, walking school bus support, and walking safety tours for seniors.
- **School Based Safety Education** – WBM will present pedestrian education in the classroom to second grade students. Bicycle education will be provided to fifth grade students in the classroom followed by on-the-bike education. WBM Staff will provide training materials and "train the trainer" guidance to teachers to increase sustainability.
- **Bike Rodeos and Community Awareness Events** – WBM will attend community events to conduct community bike rodeos and outreach. A primary focus on these events will be to communicate to parents the

positive health benefit to risk ratio of active transportation for their children while addressing safety concerns.

- **Walking School Bus Support** – WBM staff will work with parents to choose the most appropriate remote drop off locations, provide crossing guard training and support, and provide support to parents in organizing and coordinating safe walking school busses.
- **Safety Presentations and Walking Tours for Seniors** – WBM staff will present at Senior Centers and Health Centers to increase awareness of current best practices that can improve safety for seniors. WBM staff will conduct walking tour/audits with seniors to identify potential opportunities for improvement in their neighborhoods and provide information on how they can more effectively advocate for improved safety measures.
- The project goal is to decrease pedestrian and bicyclist collisions with an emphasis on senior citizen safety and mobility. School based education will work towards sustainability by preparing teachers to present the materials in the future while engaging parents as mentors and proponents for active transportation safety and sober driving.

2. PERFORMANCE MEASURES

A. Goals:

1. Reduce the number of persons killed in traffic collisions.
2. Reduce the number of persons injured in traffic collisions.
3. Reduce the number of pedestrians killed in traffic collisions.
4. Reduce the number of pedestrians injured in traffic collisions.
5. Reduce the number of bicyclists killed in traffic collisions.
6. Reduce the number of bicyclists injured in traffic collisions.
7. Reduce the occurrence of collisions involving senior citizens being hit by vehicles to zero from 3.
8. Reduce the number of pedestrian vs auto collisions resulting in injuries and fatalities 20% from 2015 levels from 30 to 24.
9. Reduce the number of bicycle vs auto collisions resulting in injuries and fatalities 20% from 2015 levels from 20 to 16.

B. Objectives:

Target Number

1. Issue a press release announcing the kick-off of the grant by November 15. The kick-off press releases and media advisories, alerts, and materials must be emailed to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, for approval 14 days prior to the issuance date of the release.
2. Participate in the following campaigns: National Walk to School Day, National Teen Driver Safety Week, National Distracted Driving Awareness Month (April), National Bicycle Safety Month (May), and California's Pedestrian Safety Month (September)
3. WBM: Conduct Traffic Safety Education to at least 6 schools including (a) pedestrian education to second graders (one day, in class) and, (b) Bicycle Safety Education to at least six schools including one or two days in the class AND one or two days on the bike (number of days at school discretion), in an effort to reach 500 students
4. WBM: Conduct a minimum of 6 senior center outreach/education events with "Walking Field Trips" in an effort to engage 120 seniors.
5. WBM: Collaborate with health care providers AND senior citizen centers to promote pedestrian safety (promoted county wide with social and earned media) AND conduct a minimum of 3 health care presentations in an effort to reach 60 attendees.
6. WBM: Conduct a minimum of 6 community bicycle rides promoting safe bicycling in the community with an effort to engage 200 bicyclists.
7. WBM: Develop pedestrian (for second graders) AND bicycle safety (for fifth graders) programs and associated materials to be shared with teachers and with one-on-one instruction to teachers in an effort to develop a sustainable on-going program in a minimum of 6 participating schools.
8. WBM: Distribute pedestrian/bike safety equipment (reflector lights {520}) and instructional booklets (Let's Walk There; Let's Bike There {520}) to children at participating schools.
9. WBM: Distribute and properly fit bicycle helmets at bicycle rodeos, workshops, and community events. (340 bicycle helmets distributed at school or community events)
10. WBM: Meet at least quarterly with Police and Sheriff Representatives to discuss opportunities, and implement when possible, coordinated targeted enforcement and outreach campaigns.

340

4

11. WBM: Organize, promote, and conduct a Walk to School Day event for at least 4 schools, in an effort to reach 400 students.	4
12. WBM: Organize, promote, and conduct a county-wide National Safety Month AND CA Pedestrian Safety Month Campaign utilizing unpaid social media and earned media	1
13. WBM: Organize, publicize, and conduct a minimum of 3 (Ukiah, Fort Bragg, Willits) adult bicycle and pedestrian safety classes with an effort to reach 60 participants.	3
14. WBM: Organize, conduct, and educate parents to conduct once-a-week "Walking School Buses", during the school the school year, at a minimum of 4 schools with an effort to reach 450 students.	4
15. WBM: Provide outreach and education at a minimum of 8 safety fairs and/ or community events with an effort to engage a minimum of 100 people per event. Events will be chosen based on the expected number of participants, the appropriateness of the event theme, and with an effort to deliver the message around the County.	8

3. METHOD OF PROCEDURE

A. Phase 1 – Program Preparation (1st Quarter of Grant Year)

Walk and Bike Mendocino

- Assign staff for coordination and youth activities and orient them to grant objectives.
- Purchase and/or allocate supplies and materials.
- Develop detailed implementation plan for countywide media campaign.
- Participate in quarterly Ukiah CHP Area Community Outreach Panel meetings.
- Finalize detailed data collection and reporting plan.
- Identify appropriate partner senior centers and care facilities to develop presentation schedules
- Research and prepare outreach/education materials to address senior traffic safety
- Identify appropriate elementary schools to develop presentation and outreach schedules

Media Requirements

- Issue a press release announcing the kick-off of the grant by November 15, but no earlier than October 1. If unable to meet the November 15 date, communicate reasons to your OTS Coordinator. The kick-off press releases and any related media advisories, alerts, and materials must be emailed for approval to the OTS Public Information Officer at pio@ots.ca.gov, and copied to your OTS Coordinator, 14 days prior to the issuance date of the release.

B. Phase 2 – Program Operations (Throughout Grant Year)

Walk and Bike Mendocino

- Participate in traffic safety fairs and/or community events with an effort to reach individuals. (*Four Fairs or events*)
- Conduct pedestrian and/or bicycle safety classroom presentations with an effort to reach students. (*Pedestrian - one day in class; and Bicycle Safety education two to four on the bike; to at least seven schools*)
- Develop a pedestrian and/or bicycle safety program and materials to be adopted as an on-going program in schools with an effort to reach students. (*Education to at least one teacher in seven different schools*)
- Conduct Walking School Busses at schools with an effort to reach students. (*Establish Walking School Busses for at least four schools with a parent education component*)
- Conduct pedestrian Walking Field Trips with an effort to reach adults and senior citizens. Conduct community outreach events with an effort to reach adults and senior citizens. (*six senior center/health center events*)
- Collaborate with health care providers and/or senior citizen centers to promote pedestrian safety. Conduct pedestrian safety presentations with an effort to reach older adults. (*Three health Center Presentations*)

Media Requirements

- Submit all grant-related activity press releases, media advisories, and general public materials to the OTS Public Information Officer (PIO) at pio@ots.ca.gov, with a copy to your OTS Coordinator.
 - If an OTS template-based press release is used, the OTS PIO and Coordinator should be copied when the release is distributed to the press. If an OTS template is not used, or is substantially changed, a draft press release shall be sent to the OTS PIO for approval. Optimum lead time would be 10-20 days prior to the release date to ensure adequate turn-around time.
 - Press releases reporting the results of grant activities such as enforcement operations are exempt

from the recommended advance approval process, but still should be copied to the OTS PIO and Coordinator when the release is distributed to the press.

- Activities such as warrant service operations and court stings that could be compromised by advanced publicity are exempt from pre-publicity, but are encouraged to offer embargoed media coverage and to report the results.
- Use the following standard language in all press, media, and printed materials: Funding for this program was provided by a grant from the California Office of Traffic Safety, through the National Highway Traffic Safety Administration.
- Email the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator at least 30 days in advance, a short description of any significant grant-related traffic safety event or program so OTS has sufficient notice to arrange for attendance and/or participation in the event.
- Submit a draft or rough-cut of all printed or recorded material (brochures, posters, scripts, artwork, etc.) to the OTS PIO at pio@ots.ca.gov and copy your OTS Coordinator for approval 14 days prior to the production or duplication.
- Include the OTS logo, space permitting, on grant-funded print materials; consult your OTS Coordinator for specifics.
- Implement a public information and education campaign focused on prevention of drug-impaired driving and increased traffic safety, including at least 6 articles or do at least 6 interviews to be published in local newspapers and at least 6 PSA's on local radio stations.

C. Phase 3 – Data Collection & Reporting (Throughout Grant Year)

Walk Bike Mendocino

Invoice Claims (due January 30, April 30, July 30, and October 30)

Quarterly Performance Reports (due January 30, April 30, July 30, and October 30)

- Collect and report quarterly, appropriate data that supports the progress of goals and objectives.
- Provide a brief list of activity conducted, procurement of grant-funded items, and significant media activities. Include status of grant-funded personnel, status of contracts, challenges, or special accomplishments.
- Provide a brief summary of quarterly accomplishments and explanations for objectives not completed or plans for upcoming activities.
- Collect, analyze and report statistical data relating to the grant goals and objectives.

4. METHOD OF EVALUATION

Using the data compiled during the grant, the Grant Director will complete the "Final Evaluation" section in the fourth/final Quarterly Performance Report (QPR). The Final Evaluation should provide a brief summary of the grant's accomplishments, challenges and significant activities. This narrative should also include whether goals and objectives were met, exceeded, or an explanation of why objectives were not completed.

5. ADMINISTRATIVE SUPPORT

This program has full support of the County of Mendocino. Every effort will be made to continue the grant activities after grant conclusion.

GRANT AGREEMENT

Schedule B

GRANT NUMBER

DI19008

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
402PS-19	20.600	State and Community Highway Safety	\$150,000.00

COST CATEGORY	CFDA	TOTAL COST TO GRANT
A. PERSONNEL COSTS		
Positions and Salaries		
<u>Full-Time</u>		\$0.00
<u>Overtime</u>		\$0.00
<u>Part-Time</u>		
Program Administrator	20.600	\$2,189.00
Benefits Program Administrator	20.600	\$1,401.00
Senior Department Analyst	20.600	\$1,284.00
Benefits - Senior Department Analyst	20.600	\$822.00
Category Sub-Total		\$5,696.00
B. TRAVEL EXPENSES		
		\$0.00
		\$0.00
Category Sub-Total		\$0.00
C. CONTRACTUAL SERVICES		
Walk Bike Mendocino (\$139,235)	20.600	\$0.00
WBM - Director	20.600	\$21,216.00
WBM - Field Coordinator	20.600	\$35,360.00
WBM - Field Coordinator	20.600	\$33,280.00
WBM - Field Coordinator	20.600	\$33,280.00
WBM - Field Coordinator	20.600	\$14,144.00
WBM - Bicycle Helmets	20.600	\$3,400.00
WBM - Bicycle Safety Equipment	20.600	\$1,820.00
WBM - Educational Materials	20.600	\$900.00
WBM - Printing/Duplication	20.600	\$334.00
Category Sub-Total		\$143,734.00
D. EQUIPMENT		
		\$0.00
Category Sub-Total		\$0.00
E. OTHER DIRECT COSTS		
		\$0.00
Category Sub-Total		\$0.00
F. INDIRECT COSTS		
@ 10% of Salaries and Benefits	20.600	\$570.00
Category Sub-Total		\$570.00
GRANT TOTAL		\$150,000.00

GRANT AGREEMENT

Schedule B-1

DI19008

BUDGET NARRATIVE

PERSONNEL COSTS	QUANTITY
Program Administrator - For the purposes of Program over site, CHEE will provide a Program Administrator. 1 x 72 hours x \$30.40/hour	72
Benefits Program Administrator - Total Benefits Rate @ 64% 6.20% FICA 1.45% Medicare 28.30% Retirement 9.21% COLA 15.57% Health Insurance 3.27% Workers Compensation Insurance	1
Senior Department Analyst - For the purposes of Fiscal over site, the Fiscal Unit will provide a Senior Department Analyst. 1 x 48 hours x \$26.75/hour	48
Benefits - Senior Department Analyst - Total Benefits Rate @ 64% 6.20% FICA 1.45% Medicare 28.30% Retirement 9.21% COLA 15.57% Health Insurance 3.27% Workers Compensation Insurance	1
TRAVEL EXPENSES -	
CONTRACTUAL SERVICES Walk Bike Mendocino (\$139,235) - CHEE will contract with Walk Bike Mendocino (WBM) to provide bike and pedestrian safety outreach and education to children and seniors. Please see attached budget to see their separate, line item budget for detail.	1
WBM - Director - Is responsible for the overall operation of this NCO program. The position requires direct public outreach and effective collaboration with multiple agencies, non-profit organizations, businesses, and community and governmental leaders as well as supervision of Field Coordinators. 1 x 2080 hours x \$51.00/hour x 20%	416
WBM - Field Coordinator - Provides traffic safety education to children and adults, tracks program effectiveness, and assists with marketing, donor development, and program sustainability. 1 x 2080 hours x \$34.00/hour x 50%	1,040
WBM - Field Coordinator - provides traffic safety education to children and adults, tracks program effectiveness, and assists with marketing, donor development, and program sustainability. 1 x 2080 hours x \$32.00/hour x 50%	1,040
WBM - Field Coordinator - Provides traffic safety education to children and adults, tracks program effectiveness, and assists with marketing, donor development, and program sustainability. 1 x 2080 hours x \$32.00/hour x 50%	1,040
WBM - Field Coordinator - Provides traffic safety education to children and adults, tracks program effectiveness, and assists with marketing, donor development, and program sustainability. 1 x 2080 hours x \$34.00/hour x 20%	416
WBM - Bicycle Helmets - To be distributed during bicycle rodeos and other bicycle safety related events.	340
WBM - Bicycle Safety Equipment - Such as bicycle headlights/taillights, reflectors, and reflective arm and leg bands to be distributed during bicycle rodeos and other bicycle safety related events.	520
WBM - Educational Materials - Costs of purchasing, developing or printing brochures, pamphlets,	1,000

fliers, coloring books, posters, signs, and banners associated with grant activities, and traffic safety conference and training materials. Items shall include a traffic safety message and if space is available the OTS logo. Additional items may be purchased if approved by OTS.	
WBM - Printing/Duplication - Costs include the purchase of paper, production, printing and/or duplication of materials associated with daily grant operations.	1
EQUIPMENT -	
OTHER DIRECT COSTS -	
INDIRECT COSTS @ 10% of Salaries and Benefits - The Mendocino County Health and Human Services Agency Community Health Education and Engagement Unit (CHEE) Indirect Cost Rate for FY19 is 10% of total personnel costs.	1
STATEMENTS/DISCLAIMERS Program Income: There will be no program income generated from this grant. Salaries: Salaries may include wages, salaries, special compensations, or authorized absences such as annual leave and sick leave provided the cost for the individual employee is (a) reasonable for the services rendered, and (b) follows an appointment made in accordance with state or local laws and rules and meets federal requirements. Supplanting: Any non-grant funded vacancies created by reassignment to a grant-funded position must be filled at the expense of the grantee agency.	

CERTIFICATIONS AND ASSURANCES

HIGHWAY SAFETY GRANTS

(23 U.S.C. CHAPTER 4 AND SEC. 1906, PUB. L. 109-59, AS AMENDED)

Failure to comply with applicable Federal statutes, regulations, and directives may subject Grantee Agency officials to civil or criminal penalties and/or place the State in a high-risk grantee status in accordance with 49 CFR §18.12.

The officials named on the grant agreement, certify by way of signature on the grant agreement signature page, that the Grantee Agency complies with all applicable Federal statutes, regulations, and directives and State rules, guidelines, policies and laws in effect with respect to the periods for which it receives grant funding. Applicable provisions include, but are not limited to, the following:

- 23 U.S.C. Chapter 4—Highway Safety Act of 1966, as amended
- 49 CFR Part 18—Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments
- 23 CFR Part 1300—Uniform Procedures for State Highway Safety Grant Programs

NONDISCRIMINATION

(applies to subrecipients as well as States)

The State highway safety agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination ("Federal Nondiscrimination Authorities"). These include but are not limited to:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin) and 49 CFR part 21;
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. 324 et seq.), and Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686) (prohibit discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability) and 49 CFR part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. 6101 et seq.), (prohibits discrimination on the basis of age);
- The Civil Rights Restoration Act of 1987, (Pub. L. 100-209), (broadens scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal aid recipients, subrecipients and contractors, whether such programs or activities are Federally-funded or not);
- Titles II and III of the Americans with Disabilities Act (42 U.S.C. 12131-12189) (prohibits discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing) and 49 CFR parts 37 and 38;

- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations (prevents discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations); and
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency (guards against Title VI national origin discrimination/discrimination because of limited English proficiency (LEP) by ensuring that funding recipients take reasonable steps to ensure that LEP persons have meaningful access to programs (70 FR 74087-74100)).

The State highway safety agency—

- Will take all measures necessary to ensure that no person in the United States shall, on the grounds of race, color, national origin, disability, sex, age, limited English proficiency, or membership in any other class protected by Federal Nondiscrimination Authorities, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any of its programs or activities, so long as any portion of the program is Federally-assisted;
- Will administer the program in a manner that reasonably ensures that any of its subrecipients, contractors, subcontractors, and consultants receiving Federal financial assistance under this program will comply with all requirements of the Non-Discrimination Authorities identified in this Assurance;
- Agrees to comply (and require its subrecipients, contractors, subcontractors, and consultants to comply) with all applicable provisions of law or regulation governing US DOT's or NHTSA's access to records, accounts, documents, information, facilities, and staff, and to cooperate and comply with any program or compliance reviews, and/or complaint investigations conducted by US DOT or NHTSA under any Federal Nondiscrimination Authority;
- Acknowledges that the United States has a right to seek judicial enforcement with regard to any matter arising under these Non-Discrimination Authorities and this Assurance;
- Agrees to insert in all contracts and funding agreements with other State or private entities the following clause:

“During the performance of this contract/funding agreement, the contractor/funding recipient agrees—

- To comply with all Federal nondiscrimination laws and regulations, as may be amended from time to time;
- Not to participate directly or indirectly in the discrimination prohibited by any Federal non-discrimination law or regulation, as set forth in appendix B of 49 CFR part 21 and herein;
- To permit access to its books, records, accounts, other sources of information, and its facilities as required by the State highway safety office, US DOT or NHTSA;
- That, in event a contractor/funding recipient fails to comply with any nondiscrimination provisions in this contract/funding agreement, the State highway safety agency will have the right to impose such contract/agreement sanctions as it or NHTSA determine are appropriate, including but not limited to withholding payments to the contractor/funding

recipient under the contract/agreement until the contractor/funding recipient complies; and/or cancelling, terminating, or suspending a contract or funding agreement, in whole or in part; and

- To insert this clause, including paragraphs (a) through (e), in every subcontract and sub agreement and in every solicitation for a subcontract or sub-agreement, that receives Federal funds under this program.

POLITICAL ACTIVITY (HATCH ACT)

(applies to subrecipients as well as States)

The State will comply with provisions of the Hatch Act (5 U.S.C. 1501-1508), which limits the political activities of employees whose principal employment activities are funded in whole or in part with Federal funds.

CERTIFICATION REGARDING FEDERAL LOBBYING

(applies to subrecipients as well as States)

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. 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;
2. If any funds other than Federal appropriated funds have been paid or will be paid 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 this 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;
3. The undersigned shall require that the language of this certification be included in the award documents for all sub-award at all tiers (including subcontracts, subgrants, and contracts under grant, loans, and cooperative agreements) and that all subrecipients 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 section 1352, title 31, U.S. Code. 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.

RESTRICTION ON STATE LOBBYING

(applies to subrecipients as well as States)

None of the funds under this program will be used for any activity specifically designed to urge or influence a State or local legislator to favor or oppose the adoption of any specific legislative proposal pending before any State or local legislative body. Such activities include both direct and indirect (e.g., "grassroots") lobbying activities, with one exception. This does not preclude a State official whose salary is supported with NHTSA funds from engaging in direct communications with State or local legislative officials, in accordance with customary State practice, even if such communications urge legislative officials to favor or oppose the adoption of a specific pending legislative proposal.

CERTIFICATION REGARDING DEBARMENT AND SUSPENSION

(applies to subrecipients as well as States)

Instructions for Primary Tier Participant Certification (States)

1. By signing and submitting this proposal, the prospective primary tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.

2. The inability of a person to provide the certification required below will not necessarily result in denial of participation in this covered transaction. The prospective primary tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective primary tier participant to furnish a certification or an explanation shall disqualify such person from participation in this transaction.
3. The certification in this clause is a material representation of fact upon which reliance was placed when the department or agency determined to enter into this transaction. If it is later determined that the prospective primary tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default or may pursue suspension or debarment.
4. The prospective primary tier participant shall provide immediate written notice to the department or agency to which this proposal is submitted if at any time the prospective primary tier participant learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200. You may contact the department or agency to which this proposal is being submitted for assistance in obtaining a copy of those regulations.
6. The prospective primary tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.
7. The prospective primary tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion—Lower Tier Covered Transaction," provided by the department or agency entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
8. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
9. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.
10. Except for transactions authorized under paragraph 6 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency may terminate the transaction for cause or default.

Certification Regarding Debarment, Suspension, and Other Responsibility Matters-Primary Tier Covered Transactions

- (1) The prospective primary tier participant certifies to the best of its knowledge and belief, that it and its principals:
 - (a) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

- (b) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
- (c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; and
- (d) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State, or local) terminated for cause or default.

(2) Where the prospective primary tier participant is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this proposal.

Instructions for Lower Tier Participant Certification

1. By signing and submitting this proposal, the prospective lower tier participant is providing the certification set out below and agrees to comply with the requirements of 2 CFR parts 180 and 1200.
2. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
4. The terms covered transaction, civil judgment, debarment, suspension, ineligible, participant, person, principal, and voluntarily excluded, as used in this clause, are defined in 2 CFR parts 180 and 1200.
You may contact the person to whom this proposal is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.
6. The prospective lower tier participant further agrees by submitting this proposal that it will include the clause titled "Instructions for Lower Tier Participant Certification" including the "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transaction," without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions and will require lower tier participants to comply with 2 CFR parts 180 and 1200.
7. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that it is not proposed for debarment under 48 CFR part 9, subpart 9.4, debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any prospective lower tier participants, each participant may, but is not required to, check the System for Award Management Exclusions website (<https://www.sam.gov/>).
8. Nothing contained in the foregoing shall be construed to require establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of a participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

9. Except for transactions authorized under paragraph 5 of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is proposed for debarment under 48 CFR part 9, subpart 9.4, suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal government, the department or agency with which this transaction originated may pursue available remedies, including suspension or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Covered Transactions:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.
2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

BUY AMERICA ACT

(applies to subrecipients as well as States)

The State and each subrecipient will comply with the Buy America requirement (23 U.S.C. 313) when purchasing items using Federal funds. Buy America requires a State, or subrecipient, to purchase with Federal funds only steel, iron and manufactured products produced in the United States, unless the Secretary of Transportation determines that such domestically produced items would be inconsistent with the public interest, that such materials are not reasonably available and of a satisfactory quality, or that inclusion of domestic materials will increase the cost of the overall project contract by more than 25 percent. In order to use Federal funds to purchase foreign produced items, the State must submit a waiver request that provides an adequate basis and justification for approval by the Secretary of Transportation.

PROHIBITION ON USING GRANT FUNDS TO CHECK FOR HELMET USAGE

(applies to subrecipients as well as States)

The State and each subrecipient will not use 23 U.S.C. Chapter 4 grant funds for programs to check helmet usage or to create checkpoints that specifically target motorcyclists.

LAW ENFORCEMENT AGENCIES

All subrecipient law enforcement agencies shall comply with California law regarding profiling. Penal Code section 13519.4, subdivision (e), defines "racial profiling" as the "practice of detaining a suspect based on a broad set of criteria which casts suspicion on an entire class of people without any individualized suspicion of the particular person being stopped." Then, subdivision (f) of that section goes on to provide, "A law enforcement officer shall not engage in racial profiling."

IN WITNESS WHEREOF

DEPARTMENT FISCAL REVIEW:

By: *A. Molgaard*
Anne Molgaard, Chief Operations Officer

Date: 9/27/18

Budgeted: ☒ Yes ☐ No

Budget Unit: 4010

Line Item: PHOTS

Org/Object Code: 82-5490 5670

Grant: ☒ Yes ☐ No

Grant No.: D119008

COUNTY OF MENDOCINO

By: _____
DAN HAMBURG, Chair
BOARD OF SUPERVISORS

Date: _____

ATTEST:

CARMEL J. ANGELO, Clerk of said Board

By: _____
Deputy

I hereby certify that according to the provisions of Government Code section 25103, delivery of this document has been made.

CARMEL J. ANGELO, Clerk of said Board

By: _____
Deputy

INSURANCE REVIEW:

By: *Carmel J. Angelo*
Risk Management

Date: 10-9-18

CONTRACTOR/COMPANY NAME

By: _____
Rhonda Craft, Director

Date: _____

NAME AND ADDRESS OF CONTRACTOR:

California Office of Traffic Safety

2208 Kausen Dr. Suite 300

Elk Grove, CA 95758

By signing above, signatory warrants and represents that he/she executed this Agreement in his/her authorized capacity and that by his/her signature on this Agreement, he/she or the entity upon behalf of which he/she acted, executed this Agreement

COUNTY COUNSEL REVIEW:

APPROVED AS TO FORM:

KATHARINE L. ELLIOTT,
County Counsel

By: *Charlotte Scott*
Deputy

Date: 9/28/18

EXECUTIVE OFFICE/FISCAL REVIEW:

By: *Danilo Bente*
Deputy CEO

Date: 10/2/18

Signatory Authority: \$0-25,000 Department; \$25,001- 50,000 Purchasing Agent; \$50,001+ Board of Supervisors

Exception to Bid Process Required/Completed ☐ N/A

Mendocino County Business License: Valid ☐

Exempt Pursuant to MCC Section: _____ State _____