



COUNTY OF HUMBOLDT

AGENDA ITEM NO.

C14

For the meeting of: November 14, 2017

Date: October 25, 2017

To: Board of Supervisors *Ms for Connie Beck*

From: Connie Beck, Director
Department of Health and Human Services – Public Health

Subject: Agreement with the State of California Office of Traffic Safety for the Pedestrian and Bicycle Safety Program for Fiscal Years 2017-18 and Supplemental Budget (4/5 Vote)

RECOMMENDATION(S):

That the Board of Supervisors:

1. Approve the Agreement PS18011 with the Office of Traffic Safety (OTS) in the amount of \$125,000 for the period of October 1, 2017 to September 30, 2018;
2. Authorize the Director of Public Health to sign two (2) originals of the signature page of the Agreement;
3. Approve Supplemental Budget (Attachment B) to increase revenues by \$100,000 in Fund 1175 Public Health, Budget Unit 414 Health Education (4/5 vote);
4. Direct Auditor-Controller to supplement Fund 1175, per Attachment B;
5. Authorize the Director of Public Health or designee to approve all future amendments to agreement PS18011 upon review and approval of County Counsel and Risk Management; and
6. Direct the Clerk of the Board to return one (1) copy of the certified board report to the DHHS-Contract Unit.

SOURCE OF FUNDING:

Public Health Funds

Prepared by	Karen Baker, Administrative Analyst	CAO Approval	<i>E. Shuckles</i>
REVIEW:			
Auditor	<i>KPD</i>	County Counsel	Human Resources <i>KG/KG</i> Other
TYPE OF ITEM:			
<input checked="" type="checkbox"/> Consent			
<input type="checkbox"/> Departmental			
<input type="checkbox"/> Public Hearing			
<input type="checkbox"/> Other			
PREVIOUS ACTION/REFERRAL:			
Board Order No. _____			
Meeting of: _____			
BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT			
Upon motion of Supervisor _____ Seconded by Supervisor <i>Wilson</i>			
Ayes <i>Fennell</i>			
Nays <i>Sundberg, Fennell, Bass, Bohn, Wilson</i>			
Abstain			
Absent			
and carried by those members present, the Board hereby approves the recommended action contained in this Board report.			
Dated: <i>11/14/17</i>			
By: <i>[Signature]</i>			
Kathy Hayes, Clerk of the Board			

DISCUSSION:

The Safe Routes to School program in the Healthy Communities Division of Public Health has applied for and received funding from the Office of Traffic Safety to implement a one year project to conduct best practice strategies to reduce the number of persons killed and injured in crashes involving pedestrians and bicyclists in McKinleyville and Eureka. Strategies include education at schools and youth serving settings, bicycle rodeos, development of media messages and community events targeting adults and youth.

According to 2014 Office of Traffic Safety (OTS) rankings, Humboldt County ranked second in pedestrian involved collisions and 10th for collisions involving bicyclists. Behaviors that led to these collisions included pedestrians not yielding to automobiles and other pedestrian violations and bicyclists making unsafe lane changes, riding on the wrong side of the street, riding at unsafe speeds, improper turning, riding under the influence of drugs/alcohol, and not adhering to traffic signs and signals. That year, in Humboldt County, there were a total of 879 fatal and injury victims, 59 involved pedestrians, and 48 involved bicyclists.

Recent infrastructure improvements in McKinleyville have been completed with the addition of colorized bike lanes, pedestrian refuge islands, and mid-block crossings on Central Avenue. Community education will be done to educate the public on appropriate utilization of new infrastructure with the goal to increase safe active transportation.

This item is coming to your Board after the agreement effective date because it was not issued by the state until September 25, 2017.

FINANCIAL IMPACT:

Approval of grant agreement PS18011 with OTS will allow the Department of Health and Human Services-Public Health to be reimbursed a maximum of \$125,000 for the period of October 1, 2017 to September 30, 2018. The supplemental budget will increase Fund 1175, Budget Unit 414 in the amount of \$100,000 for the period of October 1, 2017 to June 30, 2018. The remaining amount will be included in the annual budget process for FY 2018-19. There is no impact to the General Fund.

This agreement supports the Board's Strategic Framework by protecting vulnerable populations and providing community-appropriate levels of service.

OTHER AGENCY INVOLVEMENT:

None

ALTERNATIVES TO STAFF RECOMMENDATIONS:

If the Board chooses not to approve the recommendations, it will result in a loss of both funding and services to the County.

ATTACHMENTS:

Attachment A: Two (2) originals of grant agreement PS18011

Attachment B: Supplemental Budget for Budget Unit 414 for FY 2017-18

Attachment A

1. GRANT TITLE Pedestrian and Bicycle Safety Program	
2. NAME OF AGENCY Humboldt County	3. Grant Period From: 10/01/2017 To: 09/30/2018
4. AGENCY UNIT TO ADMINISTER GRANT Humboldt County Public Health	
5. GRANT DESCRIPTION Best practice strategies will be conducted to reduce the number of persons killed and injured in crashes involving pedestrians and bicyclists. The funded strategies may include classroom education, bicycle rodeos, community events, presentations, and workshops. These countermeasures should be conducted in communities with high numbers of pedestrian and/or bicycle related collisions including underserved communities, older adults, and school-aged children. Coordinated efforts such as Safe Routes to School initiatives, Vision Zero campaigns, and working with community based organizations are highly encouraged to prevent fatalities and injuries of vulnerable non-motorized road users.	
6. Federal Funds Allocated Under This Agreement Shall Not Exceed: \$125,000.00	
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. AUTHORIZING OFFICIAL OF DEPARTMENT NAME: Michele Stephens PHONE: (707) 445-6200 TITLE: Public Health Director FAX: (707) 445-6097 ADDRESS: 529 I Street Eureka, CA 95501 EMAIL: mstephens@co.humboldt.ca.us <div style="display: flex; justify-content: space-between; width: 100%;"> <div>_____</div> <div>_____</div> </div> <div style="display: flex; justify-content: space-between; width: 100%;"> <div>(Signature)</div> <div>(Date)</div> </div>	B. 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; width: 100%;"> <div>_____</div> <div>_____</div> </div> <div style="display: flex; justify-content: space-between; width: 100%;"> <div>(Signature)</div> <div>(Date)</div> </div>
C. ACCOUNTING OFFICER OF OFFICE OF TRAFFIC SAFETY NAME: Carolyn Vu ADDRESS: 2208 Kausen Drive, Suite 300 Elk Grove, CA 95758	9. DUNS NUMBER DUNS #: 793165098 REGISTERED ADDRESS: 529 I St. CITY: Eureka ZIP+4: 95501-1116

State of California – Office of Traffic Safety
GRANT AGREEMENT

GRANT NUMBER
PS18011

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10. PROJECTED EXPENDITURES						
FUND	CFDA	ITEM/APPROPRIATION	F.Y.	CHAPTER	STATUTE	PROJECTED EXPENDITURES
402PS-18	20.600	0521-0890-101	2016	2016	23/16	\$25,000.00
402PS-18	20.600	0521-0890-101	2017	2017	14/17	\$100,000.00
				AGREEMENT TOTAL		\$125,000.00
<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>				AMOUNT ENCUMBERED BY THIS DOCUMENT \$125,000.00		
				PRIOR AMOUNT ENCUMBERED FOR THIS AGREEMENT \$ 0.00		
				TOTAL AMOUNT ENCUMBERED TO DATE \$125,000.00		
ACCOUNTING OFFICER'S SIGNATURE 25			DATE SIGNED			

1. PROBLEM STATEMENT

Humboldt County

According to 2014 Office of Traffic Safety (OTS) rankings, Humboldt County ranked second in pedestrian involved collisions and 10th for collisions involving bicyclists. Behaviors that led to these collisions included Pedestrians not yielding to automobiles and other pedestrian violations and Bicyclists making unsafe lane changes, riding on the wrong side of the street, riding at unsafe speeds, improper turning, riding under the influence of drugs/alcohol, and not adhering to traffic signs and signals. In 2014, there were a total of 879 fatal and injury victims, 59 involved pedestrians, and 48 involved bicyclists.

Eureka

Eureka is the city with the largest population in Humboldt County at approximately 27,000 people (19 percent of county population). According to the California Office of Traffic Safety 2014 collision rankings, the City of Eureka ranked second for pedestrian involved collisions, ninth for collisions involving pedestrians under age 15, and 20th for collisions involving bicyclists out of 89 cities of similar size. In 2013, the City of Eureka ranked first for pedestrian involved collisions, first for collisions involving pedestrians under age 15, fifth for collisions involving bicyclists. In Eureka, a bill was passed which reduces the speed limit in school zones from 25 mph to 15 mph. In 2014, there were a total of 289 fatal and injury victims, 32 involved pedestrians, and 15 involved bicyclists. More than half of the county pedestrian fatalities and injuries and slightly less than one third occurred within the city limits.

McKinleyville

McKinleyville has a population of 15,177. This unincorporated community is the third largest community, after Eureka and Arcata, and is larger than five of the seven incorporated communities in the county. According to SWITRS, between 2013 – 2015, there were 43 pedestrian collisions and 32 bicycle collisions in the unincorporated areas of Humboldt County. Thirteen of the pedestrian collisions and nine of the bicycle collisions occurred in the community of McKinleyville. Two of those bicycle collisions and two of those pedestrian collisions involved youth under the age of 18. Fourteen of the 22 collisions, occurred on McKinleyville's Central Avenue. Central Avenue is the community's main thoroughfare and is the busiest street in the county's road system. Many retail and professional businesses, as well as McKinleyville Middle School, are located on Central Avenue. A correlation between collisions and school arrival and dismissal times has been noted. Most recently, in December 2016, a teenage pedestrian fatality occurred on Central Avenue as a result of an adult driver under the influence of alcohol running over the pedestrian.

The community has united around issues of pedestrian and bicycle safety. The McKinleyville Organizing Committee (MOC) formed as a group of concerned community members. The MOC interviewed approximately 300 McKinleyville residents about their concerns for their community. The common thread among residents was their desire to make Central Avenue safer for pedestrians and bicyclists.

Recent infrastructure improvements in McKinleyville have been completed with the addition of colorized bike lanes, pedestrian refuge islands, and mid-block crossings on Central Avenue. Additional infrastructure was added on McKinleyville Avenue which is a key connector to McKinleyville High School and Morris Elementary School. This project included unique pavement markings to indicate the two-way pedestrian walking lane and southbound bike lane on the west side of the road, and added 'sharrows' for northbound bicyclists.

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 pedestrians killed under age 18 in traffic collisions.
6. Reduce the number of pedestrians killed under age 18 in traffic collisions.
7. Reduce the number of pedestrians killed over age 65 in traffic collisions.
8. Reduce the number of pedestrians injured over age 65 in traffic collisions.
9. Reduce the number of bicyclists killed in traffic collisions.
10. Reduce the number of bicyclists injured in traffic collisions.

11. Reduce the number of bicyclists under age 18 killed in traffic collisions. 12. Reduce the number of bicyclists under age 18 injured in traffic collisions. 13. Increase bicycle helmet usage.	
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.	1
2. Participate in traffic safety fairs, community events, and/or presentations with an effort to reach individuals.	3
3. Work closely with community-based organizations at both the neighborhood and community level with an effort to reach individuals.	2
4. Conduct pedestrian and/or bicycle safety presentations at community events with an effort to reach individuals.	6
5. Conduct pedestrian and/or bicycle safety courses with an effort to reach community members.	10
6. Distribute bicycle headlights and tail lights during bicycle safety community events or bicycle safety courses.	1
7. Participate in Safe Routes to School coalition meetings.	5
8. Conduct pre and post-grant bicycle helmet usage surveys during the months of October (start of the grant) and September (end of the grant). A pre-survey will be required to determine the base year helmet use rate and a post-survey will be required to determine the operational rate.	1
9. Conduct bicycle rodeos with an effort to reach individuals.	2
10. Distribute and properly fit bicycle helmets at bicycle rodeos, workshops, and community events.	150
11. Conduct bicycle helmet inspections and make necessary adjustments at schools and community events.	6
12. Conduct community bicycle rides promoting safe bicycling in the community with an effort to reach bicyclists.	3
13. Hold quarterly meetings with countywide pedestrian and/or bicycle safety stakeholders to collaborate on events, share best practices, and leverage resources.	4
14. Describe and assess separately the effectiveness of "paid and donated" printed messages by providing the number of messages produced, subject of each message, number of printings for each message, total size of audience reached, total cost or donated value, and conduct evaluation surveys as appropriate.	1
15. Describe and assess separately the effectiveness of "paid and donated" social media messages by providing the number of messages produced, subject of each message, number of printings for each message, total size of audience reached, total cost or donated value, and conduct evaluation surveys as appropriate.	1
16. Number of pedestrian and/or bicycle safety classroom presentations completed.	6
17. Use existing OTS, CalTrans or public safety media from other jurisdictions to educate cyclists and pedestrians on how to use new complete streets infrastructure and encourage safe cyclist and driver behavior. All media materials will be submitted to OTS Public Information Officer and our OTS Coordinator for approval at least 30 days before their use.	1
3. METHOD OF PROCEDURE	
A. Phase 1 – Program Preparation (1st Quarter of Grant Year)	
<ul style="list-style-type: none"> Develop operational plans to implement the "best practice" strategies outlined in the objectives section. All training needed to implement the program should be conducted this quarter. All grant related purchases needed to implement the program should be made this quarter. 	
<u>Media Requirements</u>	
<ul style="list-style-type: none"> 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. 	

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

- Establish relationships with McKinleyville organizations.
- Schedule activities and events outlined in the objectives section. coordinate logistics.
- Event outreach - publicize and encourage participation.
- Research existing OTS, CalTrans or public safety media from other jurisdictions. Identify media to educate cyclists and pedestrians on how to use complete streets infrastructure and encourage safe cyclist and driver behavior. Follow outlined media requirements below. Media Requirements
- Send all grant-related activity press releases, media advisories, alerts 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.
- 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, trailer graphics, 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.

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

- 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 administrative support, and every effort will be made to continue the grant activities after grant conclusion.

FUND NUMBER	CATALOG NUMBER (CFDA)	FUND DESCRIPTION	TOTAL AMOUNT
402PM	20.600	State and Community Highway Safety	\$6,600.00
402PS	20.600	State and Community Highway Safety	\$118,400.00

COST CATEGORY	CFDA	TOTAL COST TO GRANT
A. PERSONNEL COSTS		
Positions and Salaries		
<u>Full-Time</u>		
Health Education Specialist	20.600	\$49,792.00
Benefits - Health Education Specialist	20.600	\$25,745.00
Health Education Specialist	20.600	\$4,373.00
Benefits- Health Education Specialist	20.600	\$2,347.00
Senior Health Education Specialist	20.600	\$9,746.00
Benefits - Senior Health Education Specialist	20.600	\$4,855.00
<u>Overtime</u>		\$0.00
<u>Part-Time</u>		\$0.00
Category Sub-Total		\$96,858.00
B. TRAVEL EXPENSES		
In State Travel	20.600	\$6,619.00
		\$0.00
Category Sub-Total		\$6,619.00
C. CONTRACTUAL SERVICES		
Certified League Cycling Instructor (LCI)	20.600	\$2,200.00
Paid Media	20.600	\$6,600.00
Category Sub-Total		\$8,800.00
D. EQUIPMENT		
		\$0.00
Category Sub-Total		\$0.00
E. OTHER DIRECT COSTS		
Bicycle Helmets	20.600	\$1,500.00
Bicycle Safety Equipment	20.600	\$1,000.00
Educational Materials	20.600	\$1,473.00
Printing	20.600	\$7,000.00
Bicycles	20.600	\$1,750.00
Category Sub-Total		\$12,723.00
F. INDIRECT COSTS		
		\$0.00
Category Sub-Total		\$0.00
GRANT TOTAL		\$125,000.00

BUDGET NARRATIVE	
PERSONNEL COSTS Health Education Specialist - The Health Education Specialist coordinates community education and awareness campaigns, and contributes to program evaluation and reporting. This position is responsible for planning and implementing program activities such as collaborating with local agencies and schools, securing event venues, providing education, promoting safety messages, and organizing media campaigns. 1 x 12 months x \$4,149.00 x 100%	QUANTITY 1
Benefits - Health Education Specialist - Benefits - Health Education Specialist @ 52.04 Health insurance 17.64% Life insurance .07% Dental insurance 1.42% Unemployment insurance 0.17% Retirement 20.65% FICA 6.62% Worker's Comp 4.43% Total = 52.04	1
Health Education Specialist - The Health Education Specialist coordinates community education and awareness campaigns, and contributes to program evaluation and reporting. This position is responsible for planning and implementing program activities such as collaborating with local agencies and schools, securing event venues, providing education, promoting safety messages, and organizing media campaigns. 1 x 12 months x \$4,578.00 x 7.96%	1
Benefits- Health Education Specialist - Benefits- Health Education Specialist @ 53.68 Health insurance 15.98% Life insurance 0.06% Dental insurance 1.29% State unemployment 0.20% Retirement 23.87% FICA 7.65% Worker's Compensation 4.66% Total = 53.68%	1
Senior Health Education Specialist - The Senior Health Education Specialist directs the overall operation of the project. Responsible for coordination of staff and subcontractor, keeping track of timelines and deliverables and implementation of activities in the Scope of Work. This position ensures necessary reports/documentation are submitted to the Office of Traffic Safety. The Senior Health Education Specialist monitors and directs the activities of the Health Education Specialist in regards to their strategic direction. 1 x 12 months x \$4,512.00 x 18%	1
Benefits - Senior Health Education Specialist - Benefits - Senior Health Education Specialist @ 49.82 Health insurance 16.53% Life insurance .07%	1

Dental insurance 1.31%	
Unemployment insurance .29%	
Retirement 20.46%	
FICA 7.29%	
Worker's Comp 3.87%	
Total = 49.82%	
TRAVEL EXPENSES In State Travel - Costs are included for appropriate staff to attend conferences and training events supporting the grant goals and objectives and/or traffic safety. Local mileage for grant activities and meetings is included. Anticipated travel may include the California Bicycle Summit in Sacramento in October. All conferences, seminars or training not specifically identified in the Schedule B-1 (Budget Narrative) must be approved by OTS. All travel claimed must be at the agency approved rate. Per Diem may not be claimed for meals provided at conferences when registration fees are paid with OTS grant funds.	1
CONTRACTUAL SERVICES Certified League Cycling Instructor (LCI) - Certified League Cycling Instructor (LCI) to assist with bicycle rodeos and youth cycling instruction. Rates estimated at \$55/hour x 40 hours= \$2,200.	1
Paid Media - Media buys will be purchased. This may include print ads and billboards promoting bicycle and pedestrian safety. There also may be opportunities for PSA placements and efforts will be enhanced by use of free social media for bicycle and pedestrian safety campaign.	1
EQUIPMENT -	
OTHER DIRECT COSTS Bicycle Helmets - helmets to be distributed during bicycle rodeos and other bicycle safety related events.	1
Bicycle Safety Equipment - 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.	1
Educational Materials - costs of purchasing, developing or printing brochures, pamphlets, 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.	1
Printing - costs include the purchase of paper, production, printing and/or duplication of materials associated with daily grant operations.	1
Bicycles - 5 bicycles to offer to low income students so they can participate in bicycle safety courses if they do have a bicycle.	1
INDIRECT COSTS -	
STATEMENTS/DISCLAIMERS There will be no program income generated from this grant. 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. 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

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 1200—Uniform Procedures for State Highway Safety Grant Programs

NONDISCRIMINATION

The Grantee Agency will comply with all Federal statutes and implementing regulations relating to nondiscrimination. These include but are not limited to: (a) Title VI of the Civil Rights Act of 1964 (Pub. L. 88- 352), which prohibits discrimination on the basis of race, color or national origin (and 49 CFR Part 21); (b) Title IX of the Education Amendments of 1972, as amended (20 U.S.C. 1681-1683 and 1685-1686), which prohibits discrimination on the basis of sex; (c) Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. 794), and the Americans with Disabilities Act of 1990 (Pub. L. 101-336), as amended (42 U.S.C. 12101, et seq.), which prohibits discrimination on the basis of disabilities (and 49 CFR Part 27); (d) the Age Discrimination Act of 1975, as amended (42 U.S.C. 6101-6107), which prohibits discrimination on the basis of age; (e) the Civil Rights Restoration Act of 1987 (Pub. L. 100-259), which requires Federal-aid recipients and all sub-recipients to prevent discrimination and ensure nondiscrimination in all of their programs and activities; (f) the Drug Abuse Office and Treatment Act of 1972 (Pub. L. 92-255), as amended, relating to nondiscrimination on the basis of drug abuse; (g) the comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970 (Pub. L. 91-616), as amended, relating to nondiscrimination on the basis of alcohol abuse or alcoholism; (h) Sections 523 and 527 of the Public Health Service Act of 1912, as amended (42 U.S.C. 290dd-3 and 290ee-3), relating to confidentiality of alcohol and drug abuse patient records; (i) Title VIII of the Civil Rights Act of 1968, as amended (42 U.S.C. 3601, et seq.), relating to nondiscrimination in the sale, rental or financing of housing; (j) any other nondiscrimination provisions in the specific statute(s) under which application for Federal assistance is being made; and (k) the requirements of any other nondiscrimination statute(s) which may apply to the application.

BUY AMERICA ACT

The Grantee Agency will comply with the provisions of the Buy America Act (49 U.S.C. 5323(j)), which contains the following requirements:

Only steel, iron and manufactured products produced in the United States may be purchased with Federal funds unless the Secretary of Transportation determines that such domestic purchases 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. Clear justification for the purchase of non-domestic items must be in the form of a waiver request submitted to and approved by the Secretary of Transportation.

POLITICAL ACTIVITY (HATCHACT)

The Grantee Agency 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

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, sub-grants, and contracts under grant, 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 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

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

Instructions for Primary Certification

1. By signing and submitting this grant agreement, the Grantee Agency Official is providing the certification set out below.
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 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 Grantee Agency Official 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 Grantee Agency Official 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.
4. The Grant Agency Official shall provide immediate written notice to the department or agency to which this grant agreement is submitted if at any time the Grantee Agency Official learns its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.
5. The terms *covered transaction*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *grant agreement*, and *voluntarily excluded*, as used in this clause, have the meaning set out in the Definitions and coverage sections of 49 CFR Part 29. You may contact the department or agency to which this grant agreement is being submitted for assistance in obtaining a copy of those regulations.
6. The Grantee Agency Official agrees by submitting this grant agreement 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 Grantee Agency Official further agrees by submitting this grant agreement that it will include the clause titled "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.
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 may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the list of Parties Excluded from Federal Procurement and Non-procurement Programs.
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 this transaction for cause or default.

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

1. The Grantee Agency Official certifies to the best of its knowledge and belief, that its principals:
 - a. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by any Federal department or agency;
 - b. Have not within a three-year period preceding this grant agreement 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 record, 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/grant agreement had one or more public transactions (Federal, State, or local) terminated for cause or default.
2. Where the Grantee Agency Official is unable to certify to any of the Statements in this certification, such prospective participant shall attach an explanation to this grant agreement.

Instructions for Lower Tier Certification

1. By signing and submitting this grant agreement, the prospective lower tier participant is providing the certification set out below.
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 and/or debarment.
3. The prospective lower tier participant shall provide immediate written notice to the person to which this grant agreement 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*, *debarred*, *suspended*, *ineligible*, *lower tier covered transaction*, *participant*, *person*, *primary covered transaction*, *principal*, *grant agreement*, and *voluntarily excluded*, as used in this clause, have the meanings set out in the Definition and Coverage sections of 49 CFR Part 29. You may contact the person to whom this grant agreement is submitted for assistance in obtaining a copy of those regulations.
5. The prospective lower tier participant agrees by submitting this grant agreement 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 grant agreement that it will include the clause titled "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. (See below)
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 may decide the method and frequency by which it determines the eligibility of its principals. Each participant may, but is not required to, check the List of Parties Excluded from Federal Procurement and Non-procurement Programs.
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 and/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 grant agreement, that neither it nor its principals is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in this transaction 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 grant agreement.

Attachment B

County of Humboldt
1175414 - Health Education
Revenues and Expenditures with Encumbrances
For the Period Ending September 30, 2017

	Adopted Budget	Adjusted Budget	Supplemental Budget	Revised Budget
Revenues				
50 Other Governmental Agencies				
523214 CA Office of Traffic Safety	-	-	100,000.00	100,000.00
Total Other Governmental Agenc.	-	-	100,000.00	100,000.00
2456 OTS Safe Communities Program	-	-	100,000.00	100,000.00
Total Services and Supplies	-	-	100,000.00	100,000.00
Net Revenues Over (Under) Expenditures)	-	-	-	-