



INTRLOC_00 WSDOT

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WSDOT
12/31/2018

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Ordinance: 6244

Resolution: _____

Leg Date: 08/03/2015

Vendor #: 73423

Description: GRANT FUNDING FOR CONDUCTING TDM 2015-2018
PROJECTS IN BELLEVUE PO 1510473-000

Notes:

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 INTERLOCAL AGREEMENTS
 10/31/2015

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2012 CMAQ GTEC/TDM EXPANSION				
Washington State Department of Transportation 310 Maple Park Avenue PO Box 47387 Olympia, WA 98504-7387 Contact Person: Kathy Johnston 360-705-7925		City of Bellevue 450 110th Avenue NE PO Box 90012 Bellevue, WA 98009-9012 Vendor ID #: 91-6007020 Contact Person: Kate Johnson 425-452-7896		
Agreement Number	Start Date	Completion Date	Project Amount	Project Title
GCB2182	January 1, 2015	December 31, 2017	\$186,363.64	City of Bellevue 2012 CMAQ GTEC and TDM Expansion

THIS AGREEMENT between the Washington State Department of Transportation, acting by and through the Secretary of Transportation, hereinafter called "WSDOT" and the legal entity as shown above hereinafter referred to as the "Contractor" (Agreement), individually the "PARTY" and collectively the "PARTIES," WITNESS THAT:

WHEREAS, Moving Ahead for Progress in the 21st Century Act (MAP-21) (P.L. 112-141), was signed into law by President Obama on July 6, 2012; and

WHEREAS, the Congestion Mitigation and Air Quality (CMAQ) Improvement under MAP-21 provides funding to areas in nonattainment or maintenance for ozone, carbon monoxide, and/or particulate matter; and

WHEREAS, The goals of the CTR (RCW 70.94.521-551) Law are to reduce traffic congestion, air pollution and petroleum fuel consumption through employer-based programs that reduce the number of commute trips in single occupant vehicles (SOV); and

WHEREAS, a multi-jurisdiction work group recruited WSDOT to obtain and administer a CMAQ grant to deliver a regional transportation demand management program and to enhance their trip reduction programs;

NOW, THEREFORE, in consideration of the mutual covenants herein set forth, WSDOT and the Contractor agree as follows:

**I
General**

The purpose of this Agreement is for WSDOT to provide funding to support the Contractor to develop and implement transportation demand management strategies to reduce traffic congestion, improve air quality and reduce petroleum fuel consumption.

II
Scope of Work

The scope of work is described in the Exhibit I, which is by this reference fully incorporated herein as if fully set out in this AGREEMENT (Project). The caption headers and the recitals above are hereby incorporated into this Agreement.

III
Term of Project

The Project period shall begin on the date shown in the caption space header titled "Start Date" and shall continue through the date shown in the caption space header titled "Completion Date" regardless of the date of execution of this AGREEMENT, unless terminated as provided herein.

IV
Termination

Either PARTY, at its sole discretion, may terminate this Agreement in whole; or from time to time in part, whenever:

1. The other PARTY has breached the contract, and after fourteen (14) days written notice, has failed to correct the breach; or
2. The requisite state, local, or federal funding is reduced or becomes unavailable through failure of appropriation or otherwise; or
3. The continuation of the Project would not produce beneficial results commensurate with the further expenditure of funds; or
4. A request to terminate in whole or in part has been made in writing by the other PARTY.

If this Agreement is terminated prior to fulfillment of the terms stated herein, the Contractor shall be reimbursed only for actual and eligible grant expenses incurred on the Project prior to the date of termination and as set forth in Section V, Project Reimbursement and Payment, and shall not exceed the Total Project Amount as set forth in the caption header entitled "Project Amount".

V
Project Reimbursement and Payment

WSDOT shall reimburse the Contractor for eligible Project costs not exceeding the amount shown in the caption space header titled "Project Amount". WSDOT will reimburse the Contractor only for actual and eligible direct Project costs. Payment will be made on an incremental, reimbursable basis. Payment is subject to the submission to and approval by WSDOT of properly prepared invoices accompanied by progress reports and financial summaries. The Contractor's final payment request must be received by WSDOT no later than 30 days after the date shown in the caption space header titled "Completion Date" or within 30 days of the termination of this Agreement, whichever is sooner. Any payment request received more than 30 days after the date shown in the caption space header titled "Completion Date" will not be eligible for reimbursement.

VI
Waiver

In no event shall the payment of any reimbursement request by WSDOT to the Contractor constitute or be construed as a waiver by WSDOT of any breach of contract, or any default which may exist on the part of the Contractor. The making of any such payment by WSDOT while any

such breach or default exists shall in no way impair or prejudice any right or remedy available to WSDOT with respect to such breach or default.

VII
Deliverables

The Contractor shall prepare quarterly reports describing the progress of the Project as outlined in the scope of work (Exhibit 1) and submit such reports to WSDOT by the 15th of the month following the end of each calendar quarter. The Contractor shall deliver the final Project report to WSDOT no more than 30 days after the date shown in the caption space header titled "Completion Date".

VIII
Agreement Modifications

Either PARTY may request changes in the scope of work. Such changes, which are mutually agreed upon, shall be incorporated as written amendments to the Agreement. No variation or alteration of the terms and conditions of this Agreement shall be valid unless made in writing and signed by authorized representatives of the PARTIES hereto.

IX
Compliance with Laws and Regulations

Each PARTY agrees to abide by all applicable state, local, and federal laws and regulations, including but not limited to those concerning employment, equal opportunity employment, nondiscrimination assurances, project record keeping necessary to evidence Agreement compliance, and retention of all such records. The Contractor will adhere to all of the nondiscrimination provisions in Chapter 49.60 RCW.

X
Nondiscrimination Provision

No liability shall attach to the State or Federal Government except as expressly provided herein. The Contractor shall not discriminate on the base of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract and/or agreement or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Contractor shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts and agreements. The WSDOT's DBE program as required by 49 CFR Part 26 as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Contractor of its failure to carry out its approved program, WSDOT may impose sanctions as provided for under Part 26 and may in appropriated cases refer the matters for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S.C. 3801 et seq.).

The Contractor agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted work.

XI
Project Records

The Contractor agrees to establish and maintain for the Project either, a separate set of accounts or accounts within the framework of an established accounting system, in order to sufficiently and properly reflect all eligible direct and indirect Project costs claimed to have been incurred in the performance of this Agreement. Such accounts are referred to herein collectively as the "Project

Account". All costs claimed against the Project Account must be supported by properly executed payrolls, time records, invoices, contracts, and payment vouchers evidencing in proper detail the nature and propriety of the charges.

XII

Audits, Inspections, and Retention of Records

WSDOT Auditor, Federal Auditor, State Auditor, City Auditor and any of their representatives shall have full access to and the right to examine, during normal business hours and as often as they deem necessary, all of a PARTY's records with respect to all matters covered by this Agreement. Such representatives shall be permitted to audit, examine and make excerpts or transcripts from such records, and to make audits of all contracts, invoices, materials, payrolls, and other matters covered by this Agreement. In order to facilitate any audits and inspections, all documents, papers, accounting records, and other materials pertaining to the Project shall be retained by the PARTIES for six years from the date of completion of the Project or the Project final payment date. However, in case of an audit and/or litigation or a claim, the Contractor must retain all records until the audit and/or litigation or claim is completed and fully resolved.

XII

Limitation of Liability

A. The Contractor shall indemnify and hold harmless WSDOT, its agents, employees, and officers and process and defend at its own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs (hereinafter referred to collectively as "claims"), of whatsoever kind or nature brought against WSDOT arising out of, in connection with or incident to this AGREEMENT and/or the Contractor's performance or failure to perform any aspect of this AGREEMENT. This indemnity provision applies to all claims against WSDOT, its agents, employees and officers arising out of, in connection with or incident to the acts or omissions of the Contractor, its agents, employees and officers. Provided, however, that nothing herein shall require the Contractor to indemnify and hold harmless or defend WSDOT, its agents, employees or officers to the extent that claims are caused by the acts or omissions of WSDOT, its agents, employees or officers. The indemnification and hold harmless provision shall survive termination of this AGREEMENT.

B. The Contractor shall be deemed an independent Contractor for all purposes, and the employees of the Contractor or its subcontractors and the employees thereof, shall not in any manner be deemed to be the employees of WSDOT.

C. The Contractor specifically assumes potential liability for actions brought by Contractor's employees and/or subcontractors and solely for the purposes of this indemnification and defense, the Contractor specifically waives any immunity under the State Industrial Insurance Law, Title 51 Revised Code of Washington.

D. In the event either the Contractor or WSDOT incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section of this AGREEMENT against the other PARTY, all such fees, costs and expenses shall be recoverable by the prevailing PARTY.

XIII

Disputes

A. If the PARTIES cannot resolve by mutual agreement, a dispute arising from the performance of this AGREEMENT the Contractor may submit a written detailed description of the dispute to the Public Transportation Division's Statewide Transportation Demand Management Programs Manager or the Statewide Transportation Demand Management Programs Manager's designee who will issue a written decision within ten calendar (10) days of receipt of the written description of the

dispute. This decision shall be final and conclusive unless within ten (10) days from the date of Contractor's receipt of WSDOT's written decision, the Contractor mails or otherwise furnishes a written appeal to the Director of the Public Transportation Division or the Director's designee. In connection with any such appeal the Contractor shall be afforded an opportunity to offer material in support of its position. The Contractor's appeal shall be decided in writing within thirty (30) days of receipt of the appeal by the Director of the Public Transportation Division or the Director's designee. The decision shall be binding upon the Contractor and the Contractor shall abide by the decision.

B. Performance During Dispute. Unless otherwise directed by WSDOT, the Contractor shall continue performance under this AGREEMENT while matters in dispute are being resolved.

C. Claims for Damages. Should either PARTY to this AGREEMENT suffer injury or damage to person, property, or right because of any act or omission of the other PARTY or any of that PARTY's employees, agents or others for whose acts it is legally liable, a claim for damages therefore shall be made in writing to such other PARTY within thirty (30) days after the first observance of such injury or damage.

D. Rights and Remedies. All remedies provided in this AGREEMENT are distinct and cumulative to any other right or remedy under this document or afforded by law or equity, and may be exercised independently, concurrently, or successively and shall not be construed to be a limitation of any duties, obligations, rights and remedies of the PARTIES hereto. No action or failure to act by the WSDOT or Contractor shall constitute a waiver of any right or duty afforded any of them under this AGREEMENT, nor shall any such action or failure to act constitute an approval of or acquiescence in any breach thereunder, except as may be specifically agreed in writing.

E. Venue. In the event that either PARTY deems it necessary to institute legal action or proceedings to enforce any right or obligation under this Agreement, the PARTIES hereto agree that any such action shall be initiated in the Superior Court of the State of Washington situated in Thurston County.

XIV

Independent Contractor

The Contractor shall be deemed an independent Contractor for all purposes, and the employees of the Contractor or any of its subcontractors and the employees thereof, shall not in any manner be deemed to be employees of WSDOT.

XV

Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

A. 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 federal 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 funds pursuant to a 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.

B. 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 federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this contract, a grant, loan, or cooperative agreement, the undersigned shall complete and submit the Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

C. The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed \$100,000, and that all such 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 as 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.

XVII

Suspension and Debarment

The Contractor agrees to comply, and assures the compliance of each sub-recipient, lessee, third-party contractor, or other participant at any tier of the project, with the requirements of Executive Orders Numbers 12549 and 12689, "Debarment and Suspension," 31 USC § 6101 note, and U.S. DOT regulations, "Non-procurement Suspension and Debarment" 2 CFR Part 1200, which adopts and supplements the provisions of U.S. Office of Management and Budget (U.S. OMB) "Guidelines to Agencies on Government wide Debarment and Suspension (Non-procurement)," 2 CFR Part 180. The Contractor agrees to, and assures that its subrecipients, lessees, third-party contractors, and other participants at any tier of the Project will, search the Excluded Parties Listing System records at www.sam.gov before entering into any subagreement, lease, third-party contract, or other arrangement in connection with the Project, and will include a similar term or condition in each of its lower-tier covered transactions.

XVI

Execution and Acceptance

This Agreement may be simultaneously executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The Contractor does hereby ratify and adopt all statements, representations, warranties, covenants, and agreements and their supporting materials contained and/or mentioned herein, and does hereby accept WSDOT's grant and agrees to all of the terms and conditions thereof that are set forth in this Agreement.

XVII

Execution

This Agreement is executed by the Director of the Public Transportation Division, of the Washington State Department of Transportation or the Director's designee, not as an individual incurring personal obligation and liability, but solely by, for, and on behalf of the State of Washington, Department of Transportation, in his/her capacity as Director of the Public Transportation Division.

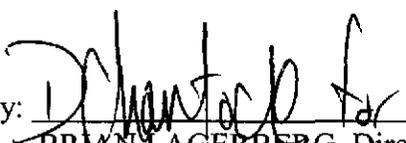
XVIII
Authority to Sign

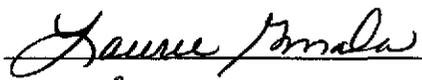
The undersigned acknowledge that they are authorized to execute this Agreement and bind their respective agencies or entities to the obligations set forth herein.

IN WITNESS WHEREOF, the PARTIES hereto have executed this Agreement the day and year last written below.

STATE OF WASHINGTON
DEPARTMENT OF TRANSPORTATION

CONTRACTOR

By: 
BRIAN LAGERBERG, Director
Public Transportation Division

By: 
For Dave Berg, TR Director

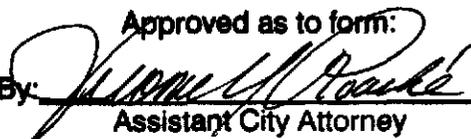
Date: 8/27/15

Date: 8/19/15

Approved as to form

By: Susan Cruise
Assistant Attorney General

Date: March 30, 2015

Approved as to form:
By: 
Assistant City Attorney
Date: 8/17/15

WSDOT/City of Bellevue 2012 Congestion Mitigation and Air Quality (CMAQ) Growth & Transportation Efficiency Center (GTEC)/Transportation Demand Management (TDM) Expansion Grant

Scope of work

July 24, 2015

Introduction:

This scope of work encompasses TDM activities to be pursued utilizing the 2012 CMAQ GTEC/TDM Expansion grant passed through from the Washington State Department of Transportation (WSDOT) to the City of Bellevue. The timeline for grant funding availability to the City is approximately January 1, 2015 to December 31, 2017.

The City of Bellevue work program will comprise continuation of successful TDM programs for employers, individuals and property managers, plus begin new activities that reflect the changing environmental context with regard to demographics and the way that people use the transportation system. In-house TDM staff will oversee programs in coordination with other city staff, transportation and TDM consultants, transit agencies, WSDOT, business groups, and other agencies. Upcoming transportation system changes serve as a backdrop and context for the work. These include East Link light rail construction beginning in 2015 (and preparation for service launching in 2023, including facilitation of “last-mile” travel), a potential Park-and-Ride lot closure, and express lane tolling on I-405. Staff will also monitor transit service changes and coordinate with and/or add enhancements to relevant city planning initiatives and Bellevue transit promotions conducted by transit agencies.

City of Bellevue

Task 1: Trip Reduction for Employers and Property Managers

Concept	<p>Reach out to clients who are in a position to provide information, benefits, amenities or incentives to their employees/tenants to help them reduce drive-alone trips. Clients may include employers (generally those not affected by the state Commute Trip Reduction law) and property managers of office and residential buildings. Conduct marketing/outreach and consultations; assistance and education; and other services, likely to be presented as a portfolio of options available under the “Commute Advantage” brand. Key offerings to be promoted include ORCA business products and subsidies/incentives for using other non-drive-alone modes, plus parking management, employer or building promotional campaigns, business carsharing, bicycle parking and amenities, emergency ride home, expert consultant assistance for topics such as telework policies and parking management, and RideshareOnline network setup assistance (includes development of “turnkey” programs that lessen development time required by client). Additional offerings may be promoted that are relevant and timely. Include a “welcome” component to reach out to employers and residents when they first move to Bellevue, or change locations within Bellevue. Specific activities may include, but are not limited to:</p> <ul style="list-style-type: none"> • Consultation services to inform client of program options and assist client with tailoring a commute program to their specific worksite or building, for reducing drive-alone commuting and vehicle miles traveled. This includes assisting with employee commute mode surveys as requested by
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	<p>client.</p> <ul style="list-style-type: none"> • Transportation benefit rebates provided to clients who provide ORCA products or other non-drive-alone subsidies to their employees or tenants. • Webinars helping clients to cope with/take advantage of external events (such as road or light rail construction, Park-and-Ride lot closures, opening of new transportation infrastructure, tolling changes, transit service changes, etc.) or to educate clients about relevant, timely program options. • Mini-grants for minor capital items or client-specific trip reduction campaigns (implementation depends on client uptake). • Activities for recognizing employers/property managers for their good work in reducing drive-alone trips/vehicle miles traveled. • Facilitation or provision of carpool/vanpool parking. • Setup of program logistics and consultant contracts, and administration for activities that require it, such as developing framework for emergency ride home programs and procurement of telework, parking and other experts to provide consulting services directly to clients. • Marketing, promotions, and outreach to raise awareness of program and recruit participants (may include direct mail, email outreach, social media, networking through business organizations, advertising, events, etc.) Includes graphically designed marketing materials as needed to support the program. • City staff or partner/consultant time for program analysis, management and measurement to monitor results, determine best course of action, and adjust activities as needed. • City staff or partner/consultant time for research, potentially to include focus groups, surveys and/or demographic analysis, to inform the program. • City staff or partner time for coordinating with transportation system activities occurring outside of the TDM program. • Development of revisions to the City Transportation Management Program (TMP) Code, and take other steps as appropriate, in order to more effectively achieve building automobile trip reduction (the TMP code imposes requirements associated with building development, in order to reduce traffic and parking impacts related to development). <p><i>Background/Justification Most of these are ongoing activities that have shown good participation and results and which the city would like to continue. Some of these activities are currently being implemented within the scope of the I-405 Communities In Motion program being implemented in Bellevue by King County Metro (this program is anticipated to continue through 6/30/2017). Additional funds could enhance existing and/or add new program elements to increase the scope and results of the programs</i></p> <p>Type of vehicle trips project will reduce (check both if project will reduce commute and noncommute): Commute <input checked="" type="checkbox"/> Noncommute <input checked="" type="checkbox"/></p>
Deliverables	<ul style="list-style-type: none"> • Development of mini-grant application materials and selection process • Development of turnkey "commute club" trip logging/incentive program that

	<p>employers or property managers can offer to employees/tenants</p> <ul style="list-style-type: none"> • Development of parking cash-out program and materials for employers • Establishment of home-free guarantee program and materials • Approximately two to five informational events for employers or property managers, such as workshops, webinars, brown bags, etc., providing information on transportation occurrences and/or Commute Advantage offerings • Approximately two to five outreach occurrences, such as direct mail postcards, letters, email distributions, etc. to inform audiences of offerings developed above. Direct mail to reach the approximately 900 employers and approximately 30 property managers that encompass the audience for this task • Research and/or communication strategy reports identifying useful information to guide the work, as needed • Provide approximately 800 hours of project implementers' time • A measurement plan that is mutually agreed upon by the city and WSDOT • Submittal of an annual performance report that includes lessons learned
Growth Center	Bellevue
TDM Project Location	Citywide
Timeline	Ongoing throughout entire grant period.
Anticipated Budget	\$100,363.64
How delivered	<i>Delivered primarily through trip reduction services contractor. This task would provide additional funds for existing activities currently under way in 2015-2017 through the King County Metro I-405 Communities In Motion program (and would continue beyond that time frame), likely through existing contractor, Bellevue Downtown Association. Some individual components may be conducted by a different contractor or in-house by City of Bellevue staff.</i>

Task 2: Trip Reduction for Workers, Residents and Students

Concept	<p>Perform TDM outreach activities directed at individual travelers in Bellevue, including workers, residents and students (both college-level and Kindergarten through 12th grade), building on existing programs. Include a “welcome” component to reach out to employers, employees and residents when they first move to Bellevue.</p> <p>Activities may include, but are not limited to, the following:</p> <ul style="list-style-type: none">• Conduct or enhance to the City’s calendaring/incentive program (currently called On The Move Bellevue (OTMB) and largely funded by the I-405 Communities In Motion program), as appropriate and/or needed when other funding lapses. Potentially include new or different incentives, pre-loaded ORCA card distribution for trying transit; and continue implementation of the existing “Perk” local business discount program administered through OTMB.• Implement “individualized marketing” with activities such as direct mail/provision of tailored additional information at the request of the individual about how to use alternative modes to driving alone, facilitating non-drive alone modes for errands/grocery shopping/etc., and other encouragement and assistance to promote mode shift.• Facilitate real-time travel information sources for modes other than driving alone, including transit, bike facilities and parking, carsharing, taxis/for-hire drivers, casual carpooling, walking, bikeshare (if/when available in Bellevue), etc. Options for parking and driving alone could be included in the array of information that helps the user compare options in terms of cost, time and other factors. Potentially work to provide information at key geographic locations such as transit centers/park-and-rides, key transit stops and buildings, via signage and/or kiosks.• As appropriate, work in conjunction with city, regional or transit agency efforts to improve the online trip planning experience including web-based information and/or interactive maps• Continue and/or enhance provision of trip planning assistance services to individuals.• Promote technology developments, and facilitate provision/use of trip planning and real-time information tools, mobile apps, and information screens. This includes transportation networking service and taxi apps; traffic information apps; and trip planning/real-time multimodal information apps. An increasing number of products are becoming available to provide maps and real-time information about various mode options, including distance, arrival times, travel times, costs, terrain/topography, sustainability/greenhouse gas emissions removed, etc.• Facilitate and promote the use of carpool and vanpool modes, especially in areas where transit service is lacking, including supporting the existence and uptake of carpool/vanpool parking and facilities.• Conduct K-12 school-based TDM activities.• Set up program logistics, consultant contracts, and administration for activities that require it, such as developing framework for emergency ride home programs and procurement of telework, parking and other experts to provide consulting services directly to clients.
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	<ul style="list-style-type: none"> • Conduct marketing, promotions, and outreach to raise awareness of program and transit services and recruit participants. May include direct mail, email outreach, social media, networking through neighborhood organizations, advertising, events, etc. Includes production/acquisition of graphically designed marketing materials, photography, collateral, and promotional merchandise as needed to support the program. • Enhance information about accessible transportation options for people with disabilities. • Staff or consultant time for program analysis, management and measurement to monitor results, determine best course of action, and adjust activities as needed. • Staff or consultant time for research, potentially to include focus groups, surveys and/or demographic analysis, to inform the program • City staff or partner time for coordinating with transportation system activities occurring outside of the TDM program. <p><i>Background/Justification: These are ongoing activities that have shown good participation and results and which the city would like to continue. Currently they are being implemented within the scope of the I-405 Communities In Motion program being implemented in Bellevue by King County Metro (this program is anticipated to continue through 6/30/2017). Additional funds could enhance existing and/or add new program elements to increase the scope and results of the programs.</i></p> <p>Type of vehicle trips project will reduce (check both if project will reduce commute and noncommute): Commute <input checked="" type="checkbox"/> Noncommute <input checked="" type="checkbox"/></p>
<p>Deliverables</p>	<ul style="list-style-type: none"> • Development of program parameters, eligibility criteria, timelines, required actions, incentive levels, and enrollment application materials/agreement forms, etc. for specific programs such as guaranteed ride home, commute challenge, and commute club programs described above • Administration and implementation of programs described above • Approximately two to five outreach efforts via direct mail and/or email outreach to inform individuals of programs and travel options in general. Residential outreach to be directed toward at least the approximately 25,000 residential households living in Bellevue within ¼ mile of frequent transit service. Worker outreach potentially to include packets sent to employers for distribution to employees and/or posters for workplace postings, postings at local businesses and coffee shops, etc. • Tabling at approximately two to five community events, providing information on transportation and travel options, and program offerings • Maintenance of content on the Choose Your Way Bellevue website and On The Move Bellevue web page to promote programs and travel options in general • Creation of approximately four to eight graphically oriented informational pieces to assist individuals with using travel options, such as bicycle amenities maps, park-and-ride maps, how to use programs apps for transit and real-time information, how to use guaranteed ride home programs, etc. • Research and/or communication strategy reports identifying useful

	<p>information to guide the work, as needed</p> <ul style="list-style-type: none"> • Provide a minimum of 600 hours of project implementers' time • A measurement plan that is mutually agreed upon by the city and WSDOT • Submittal of an annual performance report that includes lessons learned
Growth Center	Bellevue
TDM Project Location	Citywide
Timeline	Ongoing throughout entire grant period.
Anticipated Budget	\$50,000
How delivered	<i>Delivered primarily through trip reduction services contractor. This task would provide additional funds for existing activities currently under way in 2015-2017 through the King County Metro I-405 Communities In Motion program (and would continue beyond that time frame), likely through existing contractor, Bellevue Downtown Association. Some individual components may be conducted by a different contractor or in-house by City of Bellevue staff.</i>

Task 3: Enhanced Parking Strategies

Concept	<p>This task is primarily focused on Downtown Bellevue, and secondarily the Bellevue Medical District just east of I-405 in the 116th Avenue NE corridor, where parking constraints are more prevalent and the cost of providing parking makes these strategies relevant. Marketed primarily to non-CTR employers/employees, but available to all employers/employees who meet criteria for a particular strategy.</p> <p>Primary strategies may include the following:</p> <ul style="list-style-type: none"> • Parking Cash-Out: This strategy would be most effectively marketed to employers (and their employees) who lease their parking and pay only for the actual number of parking spaces they use. Employers would need to be engaged in the program in order for their employees to be eligible. The activity would subsidize a term-limited trial (such as two to three months) of use by an employee of a non-drive-alone mode that entails a cost not covered by the employer. Following the trial period, the employee could choose to permanently give up his/her parking space in return for a transit pass provided by the employer. The first (or only) round of activity will be positioned as a pilot in order to assess the viability of this strategy; a second round may be undertaken, depending on the success of the pilot, and may be altered based on lessons learned from the pilot. • Parking Flexibility Support Strategies: Address the insufficiency, or perceived insufficiency, of daily/flexible parking options for those who typically use an alternate commute mode to driving alone but have difficulty as a result in receiving free or low-cost, flexible daily parking with in-and-out privileges. As part of this strategy, raise awareness of flexible parking options by improve availability of such information through maps and other resources. • Carpool/Vanpool Parking Support Strategies. Undertake activities to increase the viability and availability of carpool/vanpool parking, such as
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working with property managers to lift restricting requirements such as requirements that all occupants of a carpool/vanpool work at a building in order to be allowed to park at that building; encouraging the provision of lower cost or priority, close-to-entrance carpool/vanpool parking; advocating for better pickup/drop-off locations for carpools/vanpools; and/or directly leasing/providing spaces to provide carpool/vanpool parking for workers.

- **Parking Management Consulting Services:** Provide consulting services to employers from trip reduction or parking management experts to help encourage and facilitate good parking management practices that enable increased use of non-drive-alone modes.

Additional activities may include, but are not limited to:

- Conduct research, potentially to include focus groups, surveys and/or demographic analysis, to develop communication strategies/angles, positioning, and marketing angles and otherwise inform the program
- Develop a communications strategy/marketing angle to effectively promote these activities to the target market, such as “Try riding transit, not parking” and other messages about leaving vehicles at home and reducing vehicles parked in Bellevue, especially downtown.
- Conduct marketing, promotions, and outreach, and education pieces (may include direct mail, email outreach, social media, blog articles networking through business organizations, advertising, events, etc.). Includes potential public recognition for participating employers.
- Conduct program analysis, management and measurement to monitor results, determine best course of action, and adjust activities as needed; and determine the success of this overall approach.
- City staff or partner time for coordinating with transportation system activities occurring outside of the TDM program

Background/Justification. Parking cost and availability are known in the TDM profession to be one of the most important factors in choosing a mode other than driving alone. Following the city's 2013 Downtown Commuter Parking Assessment and other prior city parking analysis work, a next step is to address the issues identified in those analyses of employer subsidization of parking and insufficient flexibility in daily parking availability (i.e. employees locked entirely out of their garages if they don't purchase monthly parking, which is often discounted) that discourage the use of non-drive-alone modes. Parking cashout was a strategy in the original Connect Downtown GTEC plan that was never implemented and would benefit certain employees/employers in situations where parking subsidies are provided but non-drive-alone mode subsidies are not. In downtown, parking is at a premium and costly, but this cost is subsidized by many employers for their employees, and in some cases the employees do not have a choice to receive a subsidized transit pass instead. Furthermore, both employers and employees may hesitate to give up parking spaces that they may not be able to get back, and since the parking cashout strategy could subsidize a trial period of transit or other non-drive-alone mode without the person or employer needing to permanently give up parking spaces, such added support for trying a non-drive-alone mode through this program could help address this barrier.

	Type of vehicle trips project will reduce (check both if project will reduce commute and noncommute): Commute <input checked="" type="checkbox"/> Noncommute <input type="checkbox"/>
Deliverables	<ul style="list-style-type: none"> • Produce program plan including program parameters, eligibility criteria, timelines, required actions, incentive levels, and enrollment application materials/agreement forms, etc. for employer and/or employee participants in cashout or other parking-related programs • Produce of marketing angles, names, slogans, collateral, and advertisements • At least two marketing actions, such as direct mail, email and/or collateral distribution, to approximately 900 downtown employers with five or more employees (the target audience) in order to promote activities • At least two marketing actions to buildings, such as via direct mail, email and/or collateral distribution • At least two email announcements to the email list of individual program participants to promote the program at the individual level (and encourage their employers to participate) • Creation and posting of two to five educational pieces such as infographics and blog articles • Research and/or communication strategy reports identifying useful information to guide the work, as needed • Provide approximately 200 hours of project implementers' time • A measurement plan that is mutually agreed upon by the city and WSDOT • Submittal of an annual performance report that includes lessons learned
Growth Center	Bellevue
TDM Project Location	Downtown Bellevue and, potentially, the Bellevue Medical District (where parking charges to employees currently takes place)
Timeline	Program development anticipated for 2015 and early 2016. Program launch anticipated for spring 2016. This will allow time to plan and develop the program and marketing strategies; and allow employers time to plan budgets in the beginning of the year, before budgets have been finalized toward the end of the year. Task anticipated to continue through the end of the grant period or as funding allows.
Anticipated Budget	\$20,000.00
How delivered	<i>Marketing likely to occur though trip reduction services contractor as part of Commute Advantage or other program outreach to employers (Task 1 above) Some individual components may be conducted by a specialized contractor or in-house by City of Bellevue staff. Transit and other mode subsidies paid directly by city with grant funds, based on appropriate documentation</i>

Task 4. Enhanced Bicycling Strategies

Concept	<p>In coordination with the city's 2015 Pedestrian/Bicycle Implementation Initiative, promote and facilitate the use of bicycling for commuting and other transportation needs, including but not limited to the following:</p> <ul style="list-style-type: none"> • Facilitate provision of and information about bicycle parking, amenities (including racks) and facilities.
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	<ul style="list-style-type: none"> • Update the city's bicycling map with up-to-date roadway and bikeway indications for cyclists and other useful information. • Promote Bike to Work month and day to employers, property managers and individuals. • Promote bicycle transportation through the www.OnTheMoveBellevue.org trip logging/incentive program. • Conduct or sponsor classes and/or educational events about urban cycling. • Work with the city and local bicycle clubs to coordinate activities and programs for individuals and businesses. • Provide additional signage for bicycles and others using alternative modes at key points throughout the city or downtown. Note: This activity would require significant research and coordination with other city staff. • Conduct marketing, promotions, incentive programs, and outreach to increase bicycling in Bellevue (may include development of communications strategies, direct mail, email outreach, social media, networking through business organizations, advertising, events, etc.). • Conduct program analysis, management and measurement to monitor results and determine best courses of action; adjust activities as needed. • Conduct research, potentially to include focus groups, surveys and/or demographic analysis, to inform the program. • City staff or partner time for coordinating with transportation system activities occurring outside of the TDM program. <p><i>Background/Justification: Increasing the use of bicycling as a transportation mode is an emphasis area for the city's TDM work through this grant. This is due to the fact that bicycling is a relatively low-use transportation mode in Bellevue, with potential for improvement. Currently the bicycle commute mode share for Bellevue residents is less than 1% (source: U.S. Census American Community Survey 2011-2013 Three-Year Estimates). The city's existing bicycling infrastructure network has potential for increased uptake, and education and encouragement could stimulate bicycling in the city, making use of existing infrastructure as well as building the bicycling market for future infrastructure improvements, particularly as the city moves toward a more connected network of bikeways. Increasing route legibility for bicycle commuters, particularly to the downtown urban center, information about bicycle parking and amenities; and education about urban cycling techniques will also facilitate use of this mode. The city is launching a Pedestrian and Bicycle Implementation Initiative in 2015, which includes coordination with other city activities such as TDM</i></p> <p>Type of vehicle trips project will reduce (check both if project will reduce commute and noncommute): Commuter <input checked="" type="checkbox"/> Noncommuter <input checked="" type="checkbox"/></p>
Deliverables	<ul style="list-style-type: none"> • Development of program parameters, eligibility criteria, timelines, required actions, incentive levels, and enrollment application materials/agreement forms, etc. for specific programs such bicycle month/day incentives, bicycling classes, etc • Administration and implementation of programs described above • Approximately two to five outreach efforts via direct mail and/or email

	<p>outreach to inform individuals of programs and travel options in general. Residential outreach to be directed toward at least the approximately 25,000 residential households living in Bellevue within ¼ mile of frequent transit service. Worker outreach potentially to include packets sent to employers for distribution to employees and/or posters for workplace postings, postings at local businesses and coffee shops, etc.</p> <ul style="list-style-type: none"> • Tabling at approximately two to five community events, providing information on bicycling and bicycle-related program offerings • Maintenance of content on the Choose Your Way Bellevue website and On The Move Bellevue web page to promote bicycling • Creation of approximately two to five graphically oriented informational pieces to assist individuals with using travel options, such as bicycle amenities maps, how to put your bike on a bus, how to combine bicycling with other modes, etc. • Research and/or communication strategy reports identifying useful information to guide the work, as needed • Provide a minimum of 200 hours of project implementers' time • A measurement plan that is mutually agreed upon by the city and WSDOT • Submittal of an annual performance report that includes lessons learned
Growth Center	Bellevue
TDM Project Location	Citywide
Timeline	Program development and coordination by in-house city staff anticipated to begin in mid-2015 upon securing grant funds; implementation to begin in approximately mid-2016
Anticipated Budget	\$16,000.00
<i>How delivered</i>	<i>In-house city staff, trip reduction services contractor and/or research contractor</i>

TOTAL BUDGET AMOUNT NOT TO EXCEED:	\$186,363.64
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August 3, 2015

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT:

Ordinance No. 6244 authorizing:

- 1) Execution of two Interlocal Agreements (and supplements if necessary) with the Washington State Department of Transportation (WSDOT) for acceptance of \$456,363.64 in pass-through grant funds from WSDOT for the citywide Transportation Demand Management (TDM) Implementation Project 2015-2018;
- 2) Amendment of the 2015-2016 Operating Grants, Donations and Special Reserves Fund by increasing the appropriation by \$381,363.64; and,
- 3) Execution of a professional services contract (and supplements if necessary) with the Bellevue Downtown Association (BDA) in the total reimbursement amount of \$220,000 for citywide trip reduction services associated with implementing the TDM Implementation Project 2015-2018.

FISCAL IMPACT:

This action will allow the City to enter into three agreements: two with WSDOT for acceptance of two separate federal pass-through grants for conducting citywide TDM activities; and, one with the BDA for conducting citywide trip reduction services utilizing those grant funds.

WSDOT Grant Agreements

The two WSDOT agreements will accept federal funds for two separate federal Congestion Mitigation & Air Quality (CMAQ) grants received by WSDOT and provides for the following duration:

- 1) 2012 CMAQ Growth & Transportation Efficiency Center (GTEC)/TDM Expansion grant will have a start date of January 1, 2015 and an anticipated end date of December 31, 2017.
- 2) 2015 CMAQ Regional TDM Services grant will have a start date of March 3, 2015 and an anticipated end date of December 31, 2018.

WSDOT is providing local match for both grants with state Commute Trip Reduction funds; therefore, the City is not required to provide a separate local match.

The total amount for the two combined grant agreements with WSDOT is \$456,363.64 (see Table 1 below). Of this amount, \$75,000 has already been budgeted and appropriated in the 2015-2016 Budget, therefore this action will increase the appropriation by the remaining \$381,363.64. Appropriating the entire amount of grant funds provides flexibility in implementing TDM services and the use of the grant funds. Any unspent grant funds will be included in the 2017-2018 Budget.

Table 1

Source	Amount
1) 2012 CMAQ GTEC/TDM Expansion grant	\$186,363.64
2) 2015 CMAQ Regional TDM Services grant	270,000.00
Total Grant Funds	\$456,363.64
Less Previously Budgeted and Appropriated (Fund 1640)	(75,000)
Increased 2015-2016 Budget Appropriation (Fund 1640)	\$381,363.64

BDA Professional Services Contract

A portion of grant funding will be used to fully fund the professional services contract with the BDA for up to \$220,000 to implement citywide TDM outreach efforts and trip reduction programs through December 31, 2018. The estimated funding amounts per grant are shown in Table 2 below. Based on acceptance of the WSDOT pass-through grants, sufficient grant funds are available to fund the contract.

Table 2

Source	Estimated Amount per Grant
1) 2012 CMAQ GTEC/TDM Expansion grant	\$ 88,000
2) 2015 CMAQ Regional TDM Services grant	132,000
Total Funding for BDA Professional Services Contract	\$220,000

STAFF CONTACT

David Berg, Director, 452-6468
 Eric Miller, Implementation Planning Division Manager, 452-6146
 Mike Ingram, Senior Planner, 452-4166
 Kate Johnson, Associate Planner, 452-7896
Transportation Department

POLICY CONSIDERATION:

Comprehensive Plan:

The goal of the TDM section in the City's Comprehensive Plan is to reduce the use of single-occupant vehicles (SOVs) and vehicle miles traveled through regulations, marketing and provision of alternative travel options to driving alone. The TDM Implementation Project 2015-2018 is supported by policies TR-9, TR-10, TR-12, and TR-17, which direct the City to coordinate with other organizations to reduce SOV trips and increase awareness of travel options. The project will advance achievement of the Comprehensive Plan commute non-drive-alone mode share targets of 40% for downtown.

The March 24, 2015 Planning Commission Recommendation version of a 2015 Comprehensive Plan Update is currently under review by Council. This draft contains commute mode share non-drive-alone targets of 65% for downtown workers, 45% for citywide residents, and 40% for citywide workers, by 2035. This project will help advance the City toward achievement of those targets.

Other Plans:

The 2006 Commute Trip Reduction (CTR) Efficiency Act, an update of the state CTR law originally enacted in the early 1990s, partially shifted accountability for trip reduction from employers to jurisdictions, and supported creation of customized trip reduction programs in activity centers. The City developed a plan for downtown under the new Growth and Transportation Efficiency (GTEC) plan framework. This *Connect Downtown* GTEC plan was adopted by Council in March 2008 (Ordinance No. 5796). Throughout 2015, City staff have been working to develop a 2015-2023 Bellevue TDM plan to guide all TDM work for the next eight to nine years. The plan will also inform and guide the activities to be supported by the 2015-2018 CMAQ grants. The 2015-2023 Bellevue TDM plan was reviewed with the Transportation Commission in June; will be posted for public comment in August; and is anticipated to be completed by fall 2015.

BACKGROUND:

Bellevue TDM History and Overview

TDM is defined as strategies to reduce demand on the transportation system by increasing the use of transit, carpooling, vanpooling, walking, bicycling, teleworking, flexible work hours, and compressed work weeks. TDM increases the overall efficiency of the transportation system by focusing on the movement of people, rather than vehicles. TDM staff works with the traveling public, as well as those who affect transportation choices of others (such as employers or property managers), to encourage the use of non-drive-alone transportation modes through activities such as marketing, education, assistance, and provision of incentives.

The City has been engaged in TDM measures and activities since the mid-1980s, and TDM has a strong basis in policy support and longstanding practice. TDM plays a supporting role in the City's work to plan and implement a multimodal transportation system. A key program since the early 1990s has been the Commute Trip Reduction (CTR) program, based on state law and ordinance and requiring employers with 100 or more full-time employees at a worksite to implement employee commute programs, measurement and reporting. (Funding for another two-year grant to support CTR implementation was approved by the State legislature in the session that has just concluded. Staff anticipates seeking Council approval in September to accept the State CTR grant.)

Beginning approximately eight years ago, due to increased availability of state and federal grant funding supplemented by local City matching funds, the City has stepped up the extent of its TDM program directed toward *non-CTR* audiences on an ongoing, non-episodic basis. At that time the City began to establish ongoing TDM brands in order to build increased name recognition and audience awareness over time. These include the travel options brand and website www.ChooseYourWayBellevue.org; the employer/property manager brand "Commute Advantage"; and the "On The Move Bellevue" calendaring/incentive program.

Implementation has occurred through an ongoing TDM partnership between the City, King County Metro and the Bellevue Downtown Association, utilizing state and federal grants passed through from King County Metro, as well as local funds provided through the City's operating budget. Successive TDM projects include the Downtown TDM Market Enhancement Project approved by Council in three phases (Ordinance No. 5771 in October 2007, Resolution No. 7834 in December 2008, and Ordinance No. 5888 in July 2009), and the Connect Downtown Implementation Project 2010-2011 and 2012-2013 (Ordinance No. 5930 in January 2010, and Ordinance No. 6053 in April 2012). Since the end of 2013, TDM implementation through the

partnership has continued at a basic level utilizing King County Metro funds for TDM work along the I-405 corridor. The TDM Implementation Project 2015-2018 will provide a boost to TDM activities above and beyond the 2014 funding level, in particular increasing funding for employer and property manager engagement, which has been a lower-tier activity since the start of 2014.

Trip Reduction Services Consultant Selection

Since the inception of the *Connect Downtown* Plan in 2008, the City has contracted with a trip reduction services consultant to conduct education, assistance, outreach, marketing and promotion work for the TDM program. The trip reduction services consultant is one of three partners, including the City and King County Metro, who work closely together to implement the City's TDM program. For this work to date, the consultant utilized by the City has been TransManage, the transportation services division of the Bellevue Downtown Association.

In 2012, the City conducted a competitive selection process for these trip reduction services. For the 2015 process, a Request for Proposals (RFP) was issued on July 11 and 15 in both *The Seattle Times* and the *Daily Journal of Commerce*. The Bellevue Downtown Association/TransManage submitted the only proposal received, which was complete and thorough in its approach. Thus, the Bellevue Downtown Association/TransManage was chosen as the vendor for this project.

Work Program

Key activities in the TDM Implementation Project 2015-2018 will continue to be implemented through brand names such as *Choose Your Way Bellevue*, *Commute Advantage*, *On The Move Bellevue*, and will include the following:

- Resources, assistance and recognition for employers and property managers, including assistance developing commute programs for their employees/tenants and financial rebates for costs of such programs;
- Operation and incentive provision for the On The Move Bellevue online trip logging and incentive program;
- A parking "cashout" program that encourages employers to allow employees choice in whether to use their commuting subsidies for single-occupant vehicle parking or for non-drive-alone commute modes;
- Incentives to help individuals try non-drive-alone modes;
- Activities to increase use of bicycling as a commuting and non-commuting mode;
- Commute planning assistance and information to individuals, with an emphasis on new transportation mobile apps and other technologies;
- Elementary, middle school and high school programs to reduce congestion around schools; and,
- Ongoing program messaging through email newsletters, blogs, social media, infographics, maps and other resources.

EFFECTIVE DATE:

If approved, this Ordinance becomes effective on August 11, 2015.

OPTIONS:

A) Adopt the Ordinance authorizing:

- 1) Execution of two Interlocal Agreements (and supplements if necessary) with Washington State Department of Transportation (WSDOT) for acceptance of

- \$456,363.64 in pass-through grant funds from WSDOT for the citywide Transportation Demand Management (TDM) Implementation Project 2015-2018;
- 2) Amendment of the 2015-2016 Operating Grants, Donations and Special Reserves Fund by increasing the appropriation by \$381,363.64;
 - 3) Execution of a professional services contract (and supplements if necessary) with the Bellevue Downtown Association (BDA) in the total reimbursement amount of \$220,000 for citywide trip reduction services associated with implementing the TDM Implementation Project 2015-2018.

B) Do not adopt the Ordinance and provide alternate direction to staff.

RECOMMENDATION:

Option A.

MOTION:

Move to adopt Ordinance No. 6244 authorizing:

- 1) Execution of two Interlocal Agreements (and supplements if necessary) with Washington State Department of Transportation (WSDOT) for acceptance of \$456,363.64 in pass-through grant funds from WSDOT for the citywide Transportation Demand Management (TDM) Implementation Project 2015-2018;
- 2) Amendment of the 2015-2016 Operating Grants, Donations and Special Reserves Fund by increasing the appropriation by \$381,363.64;
- 3) Execution of a professional services contract (and supplements if necessary) with the Bellevue Downtown Association (BDA) in the total reimbursement amount of \$220,000 for citywide trip reduction services associated with implementing the TDM Implementation Project 2015-2018.

ATTACHMENTS:

Proposed Ordinance No. 6244

AVAILABLE IN COUNCIL DOCUMENT LIBRARY:

- 1) Draft agreement with Washington State Department of Transportation
- 2) Draft agreement with Bellevue Downtown Association

ORIGINAL

CITY OF BELLEVUE, WASHINGTON

ORDINANCE NO. 6244

AN ORDINANCE authorizing 1) Execution of two Interlocal Agreements (and supplements if necessary) with the Washington State Department of Transportation (WSDOT) for acceptance of \$456,363.64 in pass-through grant funds from WSDOT for the citywide Transportation Demand Management (TDM) Implementation Project 2015-2018; 2) amendment of the 2015-2016 Operating Grants, Donations and Special Reserves Fund by increasing the appropriation by \$381,363.64; and 3) execution of a professional services contract (and supplements if necessary) with the Bellevue Downtown Association (BDA) in the total reimbursement amount of \$220,000 for citywide trip reduction services associated with implementing the TDM Implementation Project 2015-2018.

THE CITY COUNCIL OF THE CITY OF BELLEVUE, WASHINGTON, DOES ORDAIN AS FOLLOWS:

Section 1. The City Manager or his designee is authorized to execute two Interlocal Agreements (and supplements if necessary) with the Washington State Department of Transportation (WSDOT) for acceptance of \$456,363.64 in pass-through grant funds from WSDOT for the citywide Transportation Demand management (TDM) Implementation Project 2015-2018, a copy of which agreement shall be substantially in the form given Clerk's Receiving No. 54961 54962

Section 2. The City Manager or his designee is hereby further authorized to execute all documents necessary to fulfill the terms of the agreements authorized in Section 1.

Section 3. The appropriate administrative officials of the City are hereby authorized to receive monies and to expend the same as authorized in said grant agreements.

Section 4. The total amount for the two combined grant agreements with WSDOT is \$456,363.64. Of this amount, \$75,000 has already been budgeted and appropriated in the 2015-2016 Budget, therefore this action will increase the appropriation by the remaining \$381,363.64. The 2015-2016 Operating Grants, Donations and Special Reserves is hereby amended to increase the appropriation to said Fund by \$381,363.64.

Section 5. The City Manager or his designee is authorized to execute a professional services contract (and supplements if necessary) with the Bellevue

ORIGINAL

Downtown Association (BDA) in the total reimbursement amount of \$220,000 for citywide trip reduction services associated with implementing the TDM Implementation Project 2015-2018, a copy of which contract shall be substantially in the form given Clerk's Receiving No. 54921.

Section 6. If the actual revenue received from the anticipated sources specified in said grant agreements shall be more or less than the anticipated amount set forth herein, the appropriations shall be adjusted to equal the amount actually received.

Section 7. This ordinance shall take effect and be in force five (5) days after passage and legal publication.

Passed by the City Council this 3rd day of August, 2015 and signed in authentication of its passage this 3rd day of August, 2015.

(SEAL)



Claudia Balducci, Mayor

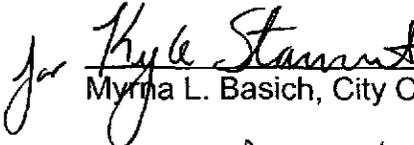
Approved as to form:

Lori M. Riordan, City Attorney



Jerome Y. Roaché, Assistant City Attorney

Attest:

for 

Myrna L. Basich, City Clerk

Published August 6, 2015.

Johnson, Kate

From: Wood, Katie <WoodK@wsdot.wa.gov>
Sent: Thursday, July 30, 2015 9:54 AM
To: Johnson, Kate
Cc: Johnston, Kathy
Subject: City of Bellevue-CMAQ Agreement GCB2182
Attachments: GCB2182-City of Bellevue-CMAQ .doc

Attached is your CMAQ Agreement **GCB2182**Your WSDOT project manager for this agreement is Kathy Johnston.

Carefully review the agreement to ensure all the proper elements are present and inform your project manager if the document contains any errors. After review, please print out three (3) copies of the agreement and have your authorized representative sign all three (3) copies **in blue ink**.

Send all three (3) signed copies of the agreement to:

WSDOT Public Transportation Division
Katie Wood
P.O. Box 47387
Olympia, WA 98504-7387

An original executed agreement will be sent to you after the document has been signed by WSDOT's representative. If you have any questions, please contact Kathy at 360-705-7925.

Thank you.

Katie Wood
360-705-7718
Public Transportation Division
WSDOT



**Washington State
Department of Transportation**

Lynn Peterson
Secretary of Transportation

August 27, 2015

Transportation Building
310 Maple Park Avenue S E
PO Box 47300
Olympia, WA 98504-7300
360-705-7000
TTY 1-800-833-6388
www.wsdot.wa.gov

City of Bellevue
Attn. Kate Johnson
450 110th Avenue NE
PO Box 90012
Bellevue, WA 98009-9012

Subject: 2012 CMAQ GTEC/TDM Expansion–Agreement GCB2182

Dear Ms. Johnson,

Enclosed is a completely executed original Agreement GCB2182, 2012 CMAQ GTEC/TDM Expansion. These funds are to provide funding assistance for the continuation of TDM programs

You will receive by email your personalized reimbursement request and required progress report forms. To receive payment, please e-mail your completed forms to PTDinvoices@wsdot.wa.gov and cc Kathy Johnston.

If you have any questions or need technical assistance, you may contact Kathy Johnston at 360-705-7925. We look forward to working with you during the course of your project.

Sincerely,

A handwritten signature in black ink, appearing to read 'Don Chartock', written over a large, faint watermark of the signature.

Don Chartock, Project Delivery Manager
Public Transportation Division

DC: at

Enclosures

CR #: 54962 Date: 9-16-15 Loc: INTRLOC PO #: 1510473.000



City of Bellevue
Finance - Contracting Services
425-452-7876

Grant Agreement Routing Form

Current Agreement Information

Agreement Title:

City of Bellevue 2012 CMAQ GTEC/TDM Expansion

Agreement Description:

Funding agreement for conducting GTEC* and TDM** activities in Bellevue

Agreement Form:

Custom Agreement Document

Agreement Type: Grant

Document Type: Funding Agreement

Agreement Manager: Kate Johnson

Agreement Amount: \$186,363.34

Total Aggregate Value: NaN

GRU

Project Information:

Project Name: TDM Implementation Project 2015-...

Department: Transportation

Project Manager: Kate Johnson

Are matching funds required on this project? No

Granting Organization Information:

Funding Agency: Federal Highway Administration

Administrative Agency: Washington State Dept. of Transportation, Attn: Kathy Johnston

Administrative Agency JDE Vendor #: 73423

Funding Program Name: Congestion Mitigation & Air Quality

Agreement Terms:

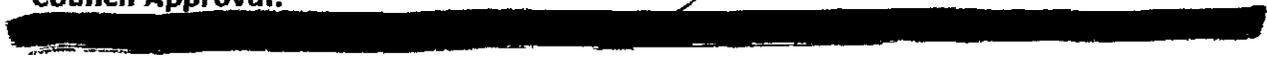
Original Effective Date: 01/01/2015 (actual date)

End Date: 12/31/2017 (actual date)

Related Agreement Information:

Is this a renewal/amendment? No

Council Approval:



Route:

Procurement Services:

A. Carlson

In
8/10/15

Out
8/10/15

Accounting:

Abigail Richardson

8/10/15

8/10/15

Information Technology:

Not Required

Legal:

Wesley Powell

8/11/15

8/17/15

Insurance Reviewed By:

John Byrd

8/17/15

8-17-15

Department Director:

Laura Amela

8/19/15

8/19/15

Procurement Services:

A. Carlson

8/19/15

8/19/15

Return To:

Kate Johnson

City Clerk's Office:

M. Torow

9-16-15

9-16-15

Jan