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To: TJPDC Commissioners
From: Billie Campbell, Chief Operating Officer
Date: August 21, 2008
Re: Agreement with *STAR* for Stanardsville TEA-21 grants

Purpose: The purpose of this memo is to update the Commission on activity since the July 17, 2008 meeting in which the Commission approved TJPDC's role as sponsor to TEA-21 grants awarded through VDOT and to seek authorization to execute agreements with *STAR* and VDOT.

Background: On July 17, 2008, TJPDC Commission approved TJPDC's role as sponsor for the Stanardsville TEA-21 projects awarded by VDOT and asked for the agreement with *STAR* to be brought back for review prior to executing the agreement. Since that meeting, the County of Greene and the Town of Stanardsville have adopted resolutions relinquishing their role as sponsor. *STAR* also adopted a resolution requesting VDOT to process a new contract with TJPDC as sponsor and to combine the separate projects into one project. *STAR* has also been collecting the committed matching funds.

Issues: The draft agreement between TJPDC and *STAR* is attached for review and approval. VDOT has not yet issued the agreement with TJPDC named as sponsor, but a the Standard Project Administration Agreement for the project showing Greene County as sponsor is included in this packet for the Commission's information and review. Also enclosed is the award letter for the latest TEA-21 grant in the amount of \$414,000. This project will be added to the VDOT contract by amendment sometime after October 1, 2008 when the federal fiscal year begins.

Recommendation: Staff recommends that the Commission authorize TJPDC to execute agreements with *STAR* and VDOT.

Action Needed: Review of the draft documents and authorization to execute agreements with VDOT and *STAR*.

Effective Date: The agreement with *STAR* needs to be executed prior to executing the contract with VDOT. Pam Liston, program manager for VDOT, indicated that the resolutions sent by *STAR* appear to be in order and that she should be able to issue the contract soon.