

**UNITED STATES DEPARTMENT OF THE INTERIOR
NATIONAL PARK SERVICE**

Applicant Name

City of Flagstaff

Grant Number

P12AP10716

Administering Agency

National Park Service, National Trails Office – Santa Fe

Grant Title

Route 66 Flagstaff Urban Trails System Rest Area Interpretive Signage

Grant Type

Discretionary

Proposal Scope:

To implement subsection 2(d) (3) of the Act of August 10, 1999 (Route 66 Corridor Historic Preservation Act), Public Law 106-45, 113 Stat. 224, the National Park Service has allocated \$8,750.00 from the FY 2012 National Park Service Cost Share Grant Program to pay for the Federal share of the costs for the work as described in the attached Scope of Work .

Grant Cost:	\$ 17,500.00
Total Cost	\$ 17,500.00
NPS Amount	\$ 8,750.00
Local Match	\$ <u>8,750.00</u>
Other	\$ _____

The following are hereby incorporated into this Grant:

1. Scope of Work
2. Standard Form 270
3. Standard Form 424
4. Davis-Bacon Wage Determination No. AZ20100013
5. Employee Rights under the Davis Bacon Act poster
6. Payroll form

Terms and Conditions:

1. **TERM OF GRANT:** From date of final signature until December 31, 2013. **NOTE TO THE GRANTEE: TO AVOID POSSIBLE LOSS OR CANCELLATION OF FUNDING UNDER THIS GRANT, THE NATIONAL PARK SERVICE STRONGLY ENCOURAGES THAT THE PROJECT BE COMPLETED BY THE END OF THE ABOVE STATED TERM OF THIS GRANT. REQUESTS FOR EXTENSIONS OF TIME ARE STRONGLY DISCOURAGED AND WILL BE APPROVED ON A CASE BY CASE BASIS ONLY. IF AN EXTENSION OF TIME IS REQUIRED, ALL REQUESTS MUST BE IN WRITING AND SENT TO THE CONTRACTING OFFICER ALONG WITH A COMPLETE EXPLANATION FOR THE REQUEST.**

2. **KEY OFFICIALS:** Key officials for the National Park Service are:

Technical:	Administrative/Signatory:
Kaisa Barthuli	Trish Fresquez-Hernandez, Contracting Officer
National Park Service	National Park Service
P.O. Box 728	P.O. Box 728
Santa Fe, NM 87504	Santa Fe, NM 87504
505-988-6027	505-988-6122

3. **MODIFICATION AND TERMINATION:** This Grant may be modified only by a written instrument executed by both parties.

Either party may terminate this Grant by providing the other party with thirty (30) days advance written notice. In the event that one party provides the other party with notice of its intention to terminate, the parties will meet promptly to discuss the reasons for the notice and to try to resolve their differences.

4. **REPORTS AND DELIVERABLES:** See attached scope of work.

5. **AWARD AND PAYMENT:** A Standard Form 270, Request for Advance or Reimbursement, must be submitted for payment to:

Carol Ortega - NTIR
National Park Service
P. O. Box 728
Santa Fe, NM 87504

Payment will be made by Electronic Funds Transfer into the Grantee's bank account as entered in the Central Contractor's Registration (CCR). ADVANCE PAYMENT OF FUNDS IS NOT AUTHORIZED. PAYMENTS WILL BE MADE ON A REIMBURSEABLE BASIS ONLY.

6. **INDEMNIFICATION:** Grantee will indemnify and hold harmless the United States from any and all liability arising out of the use of funds transferred to the Grantee under this Agreement.

7. The United States will not be a party to any contract entered into by the Grantee for the performance of the work funded by this Grant.

In witness whereof, the parties hereto have executed this agreement as of the date entered below.

NATIONAL PARK SERVICE

GRANTEE

(Signature)

(Signature)

(Name)

(Name)

Contracting Officer

(Title)

(Title)

(Date)

(Date)

**Route 66 Corridor Preservation Program
Cost-Share Grant
Scope of Work**

Project Title: Route 66 Flagstaff Rest Area Interpretive Signage

NPS Grant Award: \$8,750

Cost-Share Match: \$8,750 (est.)

Grant ID Number: P12AP10716

DUNS Number: 088302625

Grantee/Fiscal Agent:

City of Flagstaff
Flagstaff City Hall
211 West Aspen Ave.
Flagstaff, AZ 86001

Telephone: 928-213-2969, 928-213-2227

Email: keberhard@flagstaff.gov, sknaggs@flagstaffaz.gov

Grantor:

Route 66 Corridor Preservation Program
National Trails Intermountain Region
National Park Service
P.O. Box 728
Santa Fe, NM 87504

Telephone: 505-988-6701

Fax: 505-986-5214

Email: kaisa_barthuli@nps.gov

Scope of Work

The City of Flagstaff, owner of the Route 66 Urban Trails System Rest Area (FUTS) at Route 66 and US 89 in Flagstaff, Arizona, will administer a project to design, construct, and install interpretive signage for the Route 66 FUTS rest area. The proposed work consists of the design, construction, and installation of the following:

1. Historic plaque

2. East and West entry signs
3. Roadside mini billboard
4. Burma Shave signs

NPS funds will assist with the historic plaque, East and West entry signs, and the mini billboard (#1-3).

The Burma Shave (non-interpretive) signs (#4) are not an eligible grant activity, but may be included in the overall project as part of the City's cost-share match.

Interpretive panel content and design will be presented to NPS for review and approval prior to fabrication and installation (see Project Task Schedule).

Changes to the work plan may occur due to unforeseen project circumstances. These changes must be discussed with NPS and documented in writing before they occur.

Award and Payment

The total cost of the project is estimated to be **\$17,500**. The NPS will provide **\$8,750** in cost-share funds to assist with project expenditures. The grantee is responsible for securing and documenting a minimum of **\$8,750** in non-federal cash and in-kind contributions.

Project overruns will be the responsibility of the grantee. **No additional NPS funds may be granted for project costs that exceed the amounts projected in this Scope of Work.**

NPS grant funds are paid on a reimbursable basis only. To request reimbursement, the grantee will submit to the NPS Standard Form 270, "Request for Advance or Reimbursement," as well as an itemized invoice or breakdown sheet showing costs in each budgetary item. The Grant ID Number should be cited on all documents. Each SF-270 and invoice/breakdown sheet shall be addressed to:

National Park Service
ATTN: Carol Ortega – ACG
P. O. Box 728
Santa Fe, NM 87504-0728

Once a SF-270 form is received by the NPS, payments are typically made within 4-6 weeks via electronic transfer to a bank account specified by the grantee Central Contractors Register (CCR).

Completion Report and/or Other Deliverables

Completion Report: After all project work has been completed, the grantee will submit to the NPS three hard-copies and one electronic copy of a completion report. The Completion Report will contain:

- a. A narrative of work conducted.
- b. Photographic documentation of project work, including condition of the site prior to work; work in progress; and the completed project results (i.e., "before," "during" and "after" photos). A minimum of 15 images will be provided. Digital images (printed **and** CD copies) are the preferred format, although standard prints are acceptable.
- c. Documentation of compliance with all local code and permit requirements.
- d. Itemized documentation of costs incurred for the project, **including copies of all receipts**. The grantee must develop a cost-accounting system to document and itemize NPS costs and grantee in-kind contributions. This is typically accomplished by creating a three-column table showing 1) Itemized work expenses; 2) NPS contribution; 3) Applicant contribution, including cash, donated services and supplies.

Project Task Schedule

Days to complete project tasks are estimated below, and begin from date of final signature of Grant. Completing project tasks ahead of schedule is encouraged. Extensions to the final project completion date will not be granted without documented proof of excusable delay.

May 31, 2013: Draft interpretive panel designs are completed and routed to NPS for review.

June 15, 2013: NPS returns comments and suggestions to design team.

June 28, 2013: Final draft interpretive panel designs are completed and routed to NPS for review.

July 12, 2013: NPS returns final comments and suggestions to design team.

November 1, 2013: Displays are fabricated and installed.

December 31, 2013: Completion report submitted to NPS

The project will be completed in its entirety by December 31, 2013.

Stipulations

- As applicable, all work must be carried out in accordance with the Secretary of Interior's *Standards for the Treatment of Historic Properties*, outlined in *Guidelines for Preserving, Rehabilitating, Restoring, and Reconstructing Historic Buildings*: <http://www.nps.gov/history/hps/tps/standguide>
- All project work is required to undergo review under Section 106 of the National Historic Preservation Act: <http://www.achp.gov/work106.html> The NPS will take responsibility for initiating Section 106, and submit required materials to the Arizona State Historic Preservation Office (SHPO), who will conduct the review. **Repair/installation work cannot begin until the review is complete**, which typically takes 30-45 days from date of receipt at the SHPO.
- All work must comply with accepted safety standards as put forth by the Occupational Safety and Health Administration. www.osha.gov
- All work must comply with local and state ordinances and building codes. It is the responsibility of the grantee to determine and obtain all required permits, which must be secured before work begins.
- Funds provided by the NPS to the grantee are subject to state and federal taxation. It is the responsibility of the grantee to determine and fulfill any required tax obligations.
- Project overruns will be the responsibility of the grantee. **No additional NPS funds may be granted for project costs that exceed the amounts projected in this Scope of Work.**
- NPS funds are paid to the grantee on a reimbursable basis only.
- Any changes to the Scope of Work must be made in writing to the NPS contracting office, before they occur.
- Extensions to project completion dates will not be accepted or granted without written proof of unequivocal, excusable delay. An excusable delay is caused by a reason beyond the grantees control, and without the grantees fault or negligence.

Credits

The NPS will be credited with partial funding of the project in all related press releases and news events; as well as in a prominent location in all printed materials produced as deliverables for this project. The NPS will be cited and known as the “National Park Service, Route 66 Corridor Preservation Program”.

Provisions for Protection of Property

The interpretive signs will be protected and maintained for a period not less than ten years, as per the signed Property Maintenance and Protection Agreement submitted by the grantee with the original cost-share grant application.

Image Consent and Release

The grantee, by agreeing to the terms of this grant, gives the NPS consent in perpetuity to use the name and images of the Flagstaff Route 66 Urban Trails System Rest Area for the purposes of illustration, display, publication, or any other lawful purpose.

Contact person(s) for grantee:

Karl Eberhard
Community Design and Redevelopment Manager, City Architect,
Historic Preservation Officer
Flagstaff City Hall
211 West Aspen Ave.
Flagstaff, AZ 86001

Telephone: 928-213-2969
Email: keberhard@flagstaffaz.gov

Stacey Brechler-Knaggs
Management Services Division, Grants Manager
Flagstaff City Hall
211 West Aspen Ave.
Flagstaff, AZ 86001

Telephone: 928-213-2227
Email: sknaggs@flagstaffaz.gov

Contact person for grantor:

Kaisa Barthuli
Route 66 Corridor Preservation Program
National Park Service
P.O. Box 728
Santa Fe, NM 87504
Telephone: 505-988-6701
Fax: 505-986-5214
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