

DEPARTMENT OF TRANSPORTATION**DIVISION OF TRANSPORTATION PLANNING**

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*Making Conservation
 a California Way of Life.*

June 18, 2020

Mr. Rick Daniels
 City Manager
 City of Needles
 817 Third Street
 Needles, CA 92363

Dear Mr. Daniels:

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, we are pleased to offer congratulations to the City of Needles for the recent award of the following Sustainable Transportation Planning grant:

Road Maintenance and Rehabilitation Account - Sustainable Communities	
Grant Fiscal Year	2020-21
Grant Title	City of Needles General Plan Transportation Element Update
Grantee	City of Needles
Sub-Recipient(s)	No Sub-Recipient
Grant Award	\$203,987
In-Kind/Cash Local Match*	\$41,378
Total Project Cost	\$245,365
Grant Expiration	February 28, 2023 - time extensions are not allowed
Final Invoice Due	April 28, 2023

*Local Match amount must meet the minimum grant requirement. The final contractually agreed upon Local Match and Fund Source are located on the Grant Application Cover Sheet and Project Timeline. Any change to the Local Match amount or Local Match fund source will require an Amendment.

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Next Steps

- The Caltrans District Grant Manager will schedule a Conditional Award Teleconference, with your agency soon.
 - A list of conditions and project revisions necessary to accept grant funding will be provided at this meeting as well as a follow-up email outlining the discussion.
- The required conditions must be submitted to the Caltrans District Grant Manager no later than July 17, 2020.
 - Failure to satisfy these conditions will result in the forfeiture of grant funds.
- The Caltrans District Grant Manager will review and approve all items required to fulfill the Conditions of Grant Acceptance outlined in the teleconference and follow-up email.
- Once the required conditions are met and agreements in place, the Caltrans District Manager will:
 - Send a Notice to Proceed letter (for MPO/RTPAs, this will happen after the OWP/OWPA formal amendment is processed). **Grant work cannot begin until the Notice to Proceed letter is received by your agency.**
 - Coordinate and schedule a grant kick-off meeting with your agency.

If you have questions concerning your Conditional Grant Award, please contact Ricky Rivers, Caltrans District 8 Liaison via email at ricky.rivers@dot.ca.gov.

Sincerely,

Electronically signed by Erin Thompson

ERIN THOMPSON
Chief, Office of Regional Planning

c: Patrick J. Martinez, Director of Development Services, City of Needles
Mark Roberts, Senior Transportation Planner, Caltrans District 8
Ricky Rivers, Associate Transportation Planner, Caltrans District 8
Caleb Brock, Associate Transportation Planner, Caltrans Headquarters