

**1. Federal Award No.**

**2. Effective Date**  
See No. 17 Below

**3. Assistance Listings No.**  
20.939

**4. Award To**  
City of Napa  
P.O. Box 660  
Napa, CA 94559-0660

**5. Sponsoring Office**  
U.S. Department of Transportation  
Federal Highway Administration  
Office of Safety  
1200 New Jersey Avenue, SE  
HSSA-1, Mail Drop E71-117  
Washington, DC 20590

Unique Entity Id.: NC13XARFZ4K7  
TIN No.: 94-6000380

**6. Period of Performance**  
Effective Date of Award – 30 months

**7. Total Amount**

Federal Share:	\$280,000
Recipient Share:	\$70,000
Other Federal Funds:	\$0
Other Funds:	\$0
Total:	\$350,000

**8. Type of Agreement**  
Grant

**9. Authority**  
Section 24112 of the Infrastructure Investment and Jobs Act (IIJA; Pub. L. 117–58, November 15, 2021)

**10. Procurement Request No.**

**11. Federal Funds Obligated**  
\$280,000

**12. Submit Payment Requests To**  
See Article 5.

**13. Accounting and Appropriations Data**

**14. Description of the Project**

The award will be used to complete supplemental planning activities along the high-injury network in the City of Napa that build upon the existing safety action plan. The supplemental planning consists of the development of a complete streets improvement plan for Redwood Road (Dry Creek Road to Solano Avenue) and Solano Avenue (Verna Drive to approximately 700 feet north of Redwood Road).

**RECIPIENT**

**FEDERAL HIGHWAY ADMINISTRATION**

**15. Signature of Person Authorized to Sign**

**16. Signature of Agreement Officer**

\_\_\_\_\_  
Signature Date  
Name: Jessica Lowe  
Title: Public Works Director

\_\_\_\_\_  
Signature Date  
Name:  
Title: Agreement Officer

COUNTERSIGNED:

---

Erika Leahy, City Auditor

APPROVED AS TO FORM:

---

Christopher J. Diaz, Interim City Attorney

**U.S. DEPARTMENT OF TRANSPORTATION**

**GRANT AGREEMENT UNDER THE  
FISCAL YEAR 2023 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM**

This agreement is between the United States Department of Transportation’s (the “USDOT”) Federal Highway Administration (the “FHWA”) and the City of Napa (the “Recipient”).

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All (“SS4A”) Grant for the City of Napa Planning and Demonstration Activities.

The parties therefore agree to the following:

**ARTICLE 1  
GENERAL TERMS AND CONDITIONS**

**1.1 General Terms and Conditions.**

- (a) In this agreement, “**General Terms and Conditions**” means the content of the document titled “General Terms and Conditions Under the Fiscal Year 2023 Safe Streets and Roads for All (“SS4A”) Grant Program,” dated November 4, 2025, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under “Fiscal Year 2023.” Articles 7–30 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient’s non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2  
APPLICATION, PROJECT, AND AWARD**

**2.1 Application.**

Application Title: City of Napa Planning and Demonstration Activities

Application Date: 01/09/24

**2.2 Award Amount.**

SS4A Grant Amount: \$280,000

**2.3 Federal Obligation Information.**

Federal Obligation Type: Single

**2.4 Budget Period.**

Budget Period: See Block 6 of Page 1

**2.5 Grant Designation.**

Designation: Planning and Demonstration

**ARTICLE 3  
SUMMARY PROJECT INFORMATION**

**3.1 Summary of Project’s Statement of Work.**

The project will be completed in one phase as follows:

The award will be used to complete supplemental planning activities along the high-injury network in the City of Napa that build upon the existing safety action plan. The supplemental planning consists of the development of a complete streets improvement plan for Redwood Road (Dry Creek Road to Solano Avenue) and Solano Avenue (Verna Drive to approximately 700 feet north of Redwood Road).

**3.2 Project’s Estimated Schedule.**

**Supplemental Planning Schedule**

<b>Milestone</b>	<b>Schedule Date</b>
Planned NEPA Completion Date:	03/15/27
Planned Draft Plan Completion Date:	10/29/27
Planned Final Plan Completion Date:	03/15/28
Planned Final Plan Adoption Date:	05/16/28
Planned SS4A Final Report Date:	07/20/28

**3.3 Project’s Estimated Costs.**

(a) Eligible Project Costs

<b>Eligible Project Costs</b>	
SS4A Grant Amount:	\$280,000
Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$70,000
In-Kind Match:	\$0
Other Funds:	\$0
<b>Total Eligible Project Cost:</b>	<b>\$350,000</b>

(b) [RESERVED]

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient’s approved Budget Application. In the event the Recipient’s indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient’s indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

**ARTICLE 4**

**RECIPIENT INFORMATION**

**4.1 Recipient Contact(s).**

Lorien Clark  
 Senior Transportation Planner  
 City of Napa  
 P.O. Box 660  
 Napa, CA 94559-0660  
 707-257-9398  
 leclark@cityofnapa.org

**4.2 Recipient Key Personnel.**

<b>Name</b>	<b>Title or Position</b>
Lorien Clark	Senior Transportation Planner

Name	Title or Position
Farid Javandel	Senior Traffic Engineer

**4.3 USDOT Project Contact(s).**

Safe Streets and Roads for All Program Manager  
 Federal Highway Administration  
 Office of Safety  
 HSSA-1, Mail Stop: E71-117  
 1200 New Jersey Avenue, S.E.  
 Washington, DC 20590  
 202-366-2822  
[SS4A.FHWA@dot.gov](mailto:SS4A.FHWA@dot.gov)

and

Agreement Officer (AO)  
 Federal Highway Administration  
 Office of Acquisition and Grants Management  
 HCFA-33, Mail Stop E62-310  
 1200 New Jersey Avenue, S.E.  
 Washington, DC 20590  
 202-493-2402  
[HCFASS4A@dot.gov](mailto:HCFASS4A@dot.gov)

and

Division Administrator – California  
 Agreement Officer’s Representative (AOR)  
 650 Capitol Mall, Suite 4-100  
 Sacramento, CA 95814  
 916-498-5001

and

Ivy Attah  
 California Division Office Lead Point of Contact  
 Senior Operations Engineer  
 650 Capitol Mall, Suite 4-100  
 916-498-5860  
[ivy.attah@dot.gov](mailto:ivy.attah@dot.gov)

**ARTICLE 5  
USDOT ADMINISTRATIVE INFORMATION**

**5.1 Office for Subaward and Contract Authorization.**

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

**SUBAWARDS AND CONTRACTS APPROVAL**

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the “AO”) are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward, if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308 (f) (6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

**5.2 Reimbursement Requests**

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.
- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient’s supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient’s share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer’s Representative (the “AOR”) may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System.

## ATTACHMENT 2

The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.

- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

### ARTICLE 6 SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2.** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3** SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4** The Recipient of a Planning and Demonstration Grant acknowledges that the Supplemental Action Plan will be made publicly available and agrees that it will publish the final Supplemental Action Plan on a publicly available website.
- 6.5** There are no other special grant requirements.

**ATTACHMENT A  
PERFORMANCE MEASUREMENT INFORMATION**

**Study Area:** Redwood Road (Dry Creek Road to Solano Avenue) and Solano Avenue (Verna Drive to approximately 700 feet north of Redwood Road)

**Table 1: Performance Measure Table**

<b>Measure</b>	<b>Category and Description</b>	<b>Measurement Frequency and Reporting Deadline</b>
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

**ATTACHMENT B  
CHANGES FROM APPLICATION**

Describe all material differences between the scope, schedule, and budget described in the application and the scope, schedule, and budget described in Article 3. The purpose of Attachment B is to clearly and accurately document any differences in scope, schedule, and budget to establish the parties’ knowledge and acceptance of those differences. See Article 11 for the Statement of Work, Schedule, and Budget Changes. If there are no changes, please insert “N/A” in Section 3.3 of the table.

**Scope:** Original Scope included a supplemental planning activity component to develop a complete streets improvement plan for Redwood Road (Dry Creek Road to Solano Avenue) and a demonstration activity component for an emergency response time technology demonstration and an enforcement technology demonstration. The demonstration activity components proposed in the application are requested to be replaced with an expanded supplemental planning activity component to develop a complete streets improvement plan for Redwood Road (Dry Creek Road to Solano Avenue) and Solano Avenue (Verna Drive to approximately 700’ north of Redwood Road). This section of Solano Avenue is on the City of Napa high-injury network and would benefit from a complete streets improvement plan due to the confluence of important community destinations that take access from this section of roadway.

**Schedule:** Original Schedule in SF424 shows a start date of 11/15/2024 and an end date of 11/15/2026. We are requesting the Period of Performance to increase by 6 months to make it 30 months, due to potential delays in consultant hire and time needed to do analysis and community engagement. Schedule shifted to account for revisions in the scope and project start date. Project start date has been revised from what was proposed in the application to align with the effective date of the grant agreement.

**Budget:** N/A

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
<b>Previously Incurred Costs (Non-Eligible Project Costs)</b>				
Federal Funds	\$0	0%	\$0	0%
Non-Federal Funds	\$0	0%	\$0	0%
Total Previously Incurred Costs	\$0	0%	\$0	0%
<b>Future Eligible Project Costs</b>				
SS4AFunds	\$280,000	80%	\$280,000	80%
Other Federal Funds	\$0	0%	\$0	0%
Non-Federal Funds	\$70,000	20%	\$70,000	20%
Total Future Eligible Project Costs	\$350,000	100%	\$350,000	100%
Total Project Costs	\$350,000	100%	\$350,000	100%

**ATTACHMENT C**

[RESERVED]

**ATTACHMENT D**

[RESERVED]

ATTACHMENT E  
LABOR AND WORK

6.1 Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with “X” in the following table are accurate:

X	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including through evidence of project labor agreements and/or community benefit agreements. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in schedule B. <i>(Identify the relevant actions from schedule B in the supporting narrative below.)</i>
	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

1. Supporting Narrative.

All work for the Project will be conducted consistent with the City of Napa’s hiring, employment, and procurement standards and thus support good-paying jobs and strong labor standards. This includes, but is not limited to, City of Napa Municipal Code Chapter 2.91 – Contracting Ordinance.

**ATTACHMENT F  
CRITICAL INFRASTRUCTURE SECURITY AND RESILIENCE**

**1. Efforts to strengthen the Security and Resilience of Critical Infrastructure against both Physical and Cyber Threats.**

The Recipient states that rows marked with “X” in the following table are accurate:

	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.

**2. Supporting Narrative.**

Not applicable. The grant does not require the purchase of information technology or operational technology.