

# EXHIBIT A



## **City of Columbia Sidewalk Renovation Cost Share Program (for Sidewalk Adjacent to Residential Private Property)**

The City hereby establishes a Sidewalk Renovation Cost Share Program to be administered by the Public Works Department. The purpose of the program is to provide assistance to property owners (the Owner) to identify and repair sidewalk adjacent to their property that does not meet current Americans with Disabilities Act (ADA) requirements. The sidewalk renovation cost share program has been established to:

- Assist private residential property owners with technical support to repair or replace sidewalks located within right of way adjacent to their property in order to meet current ADA requirements.
- To provide cost share assistance to residential private property owners for the costs associated with the repair or replacement of the sidewalk.
- To bring existing sidewalks up to current construction standards and improve pedestrian safety and accessibility for all residents.

Per Sections 24-12 and 24-33 of the City Code, it is the responsibility of landowners for the upkeep and repair to sidewalks adjacent to their property. The City has determined that encouraging the repair or replacement of sidewalk within right-of-way to bring the sidewalk up to current ADA requirements is desirable and in the best interest of the public.

### **Section 1. General Requirements**

The sidewalk renovation cost share program is being implemented in accordance with the following requirements:

- 1.1. The following types of sidewalk repairs are eligible for 50-percent reimbursement:
  - a. Sidewalk panel remove and replace.
  - b. Sidewalk grinding to remove trip hazard.
  - c. Driveway approach remove and replace, within the limits necessary for sidewalk replacement.
  - d. Other repairs needed to meet ADA requirements (as determined by on-site inspection).

- 1.2. Curb ramp repairs are eligible for 100-percent reimbursement. Curb ramp repairs include:
  - a. Curb ramp remove and replace.
  - b. Curb ramp construction where there is not a curb ramp.
  - c. Detectable warning installation.
- 1.3. The program shall apply only to the repair of a sidewalk located within the public right of way adjacent to R-1 One-family Dwelling, R-2 Two-Family Dwelling, and one-family or two-family dwelling areas of PD zoned property within the city limits of Columbia. A sidewalk within a City maintained street easement or sidewalk easement is also eligible. The sidewalk shall be adjacent to a city-maintained roadway.
- 1.4. Financial participation of the City in this cost share program is limited to funds budgeted for the program in any fiscal year. Funding levels may be changed or eliminated at any time based on the City's periodic review of the program. The allocation of funding to any particular applicant is discretionary.
- 1.5. Applications will be processed in the order in which the applications are submitted; however, an application will not be funded and approved for construction until after an agreement in a form approved by the City Counselor is executed by the Owner. If an Owner submits multiple applications for more than one property, the City reserves the right to delay processing of the additional applications or limit funding to the Owner in order to allow participation by other property owners.
- 1.6. No Owner shall be eligible for participation that is delinquent in payment of any fees and charges due to the City.
- 1.7. The program is limited to the actual cost incurred for eligible work, but does not include incidental costs such as landscape restoration, sidewalk panel repair outside of the right of way, driveway repair outside of the limits needed to address the sidewalk, etc. Fill dirt and over-seeding adjacent to the sidewalk is an eligible cost, but sodding and watering following construction are not eligible costs.
- 1.8. All work under this program must comply with applicable ordinances and permits and meet ADA requirements. The work must meet all requirements of the current City of Columbia Street, Storm Drain, and Sanitary Sewer Standards and Specifications.
- 1.9. The City shall have the sole authority to determine eligibility for participation, prioritization of requests, and compliance with ordinances.

- 1.10. Conflict of interest provisions shall apply for program participation eligibility and all work performed. All work shall be performed by an independent third party to whom the Owner is not related by any familial relationship or affiliated business.

## **Section 2. Bid Requirements**

The bidding for the construction of the sidewalk repairs shall be completed as follows:

- 2.1. The Owner shall obtain written proposals from three qualified contractors or request to obtain a proposal from a contractor currently under contract with the City. The proposals must provide sufficient detail for the City to determine the extent of the sidewalk repairs and any work not eligible for reimbursement.
- 2.2. All prospective contractors must comply with all local and state requirements for construction of public improvements in the public right-of-way and meet the following requirements:
  - a. Must be enrolled in E-Verify.
  - b. Must require all on-site employees to complete the ten-hour safety training program required in Section 292.675 RSMo prior to the start of the work (includes all subcontractors).
  - c. Be aware and able to comply with the of the requirements of Missouri prevailing wage laws as described in Sections 290.210 through 290.340 RSMo.
  - d. Have a copy of and know the requirements of the current City of Columbia Street, Storm Drain, and Sanitary Sewer Standards and Specifications.
- 2.3. If the bids are reasonable and appropriated funds are available, the City will provide the Owner with a Sidewalk Renovation Agreement. It is critical the property owner carefully reviews the agreement and ensures their prospective contractor is aware of all requirements and stipulations therein.

## **Section 3. Project Progression**

The progression of the sidewalk renovation cost share program shall be completed in the following steps. *If the property owner fails to comply within any of the time frames, funding priority ceases, the Owner must submit a new Application for Participation, and such application will be treated as a new application for determination of funding eligibility.*

- 3.1. The Owner completes and signs the Application for Participation.
- 3.2. The Owner meets with the City to inspect the sidewalk. A City representative completes the sidewalk inspection form.

- 3.3. The City issues a notice of eligibility or non-eligibility to the Owner based on inspection of the sidewalk. The notice shall include the specific sidewalk repairs or replacement approved for program participation.
- 3.4. The Owner obtains written cost proposals from three qualified contractors or requests to obtain a proposal from a contractor currently under contract with the City. The cost proposals from the contractors must provide sufficient detail for the City to determine the extent of the sidewalk repairs and any work not eligible for reimbursement. The Owner must submit the cost proposals within **90 days** of the date of the notice of eligibility or such application shall be deemed withdrawn and Owner will be required to submit a new application.
- 3.5. The City reviews the proposals, provides the Owner with notice of preliminary approval, and provides a sidewalk renovation agreement for signature. The Owner must return the signed agreement and signed proposal with the selected contractor within **45 days** of the date of the notice of preliminary approval.
- 3.6. The Owner and Contractor must obtain all required permits from the Building and Site Development within the City' Community Development Department.
- 3.7. The Owner and/or the contractor must complete the work and notify the City of such completion within **180 days** of the effective date of the signed agreement.
- 3.8. The City completes final inspection, and if work is completed as specified, issues final acceptance of work. If work is not completed as specified, the Contractor shall repair deficiencies at no additional cost to the City.
- 3.9. The Owner submits a **paid** receipt from the Contractor to the City. The City reimburses the Owner the amount stated in the agreement. The reimbursement will be made in the City's normal course of business.