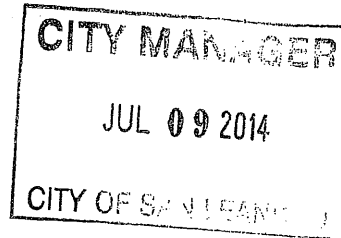


DEPARTMENT OF TRANSPORTATION
 DIVISION OF TRANSPORTATION PLANNING, MS-32
 1120 N STREET
 P.O. BOX 942874
 SACRAMENTO, CA 94274-0001
 PHONE (916) 653-1818
 FAX (916) 653-1447
 www.dot.ca.gov
 TTY 711



*Serious drought.
 Help save water!*



July 3, 2014

Mr. Chris Zapata
 City Manager
 City of San Leandro
 835 East 14th Street
 San Leandro, CA 94577

File
 copy
 to
 Cynthia
 Ballenberg

Dear Mr. Zapata:

On behalf of the California Department of Transportation (Caltrans), Division of Transportation Planning, I am pleased to offer my congratulations to the City of San Leandro for the recent award of the following State transportation planning grant for fiscal year (FY) 2014–15:

Grant Program: State Highway Account – Partnership Planning for Sustainable Transportation

Grant Title: San Leandro Creek Trail Master Plan
 Grant Award: \$201,510
 Local Match: \$53,250
 Total Project Amount: \$254,760

Please see the list below which identifies specific conditions for a grantee to accept grant funding, to program funds, and to begin work. Conditions one through four must be fulfilled no later than September 30, 2014. Please submit these items to Caltrans District staff for approval. Failure to fulfill these conditions will result in forfeiture of funds. Also note, final products must be completed and submitted to Caltrans no later than February 28, 2017. Final requests for reimbursements must be submitted to Caltrans no later than April 28, 2017.

Conditions of Grant Acceptance

These State grant funds cannot be expended or reimbursed until the following conditions are satisfied:

1. The revised final Scope of Work, Project Timeline, and Grant Application Cover Sheet are submitted to Caltrans District 4 planning staff, as needed.
2. A local resolution from the City of San Leandro governing board stating the title of the person authorized to enter into a contract with Caltrans must be provided.

Mr. Chris Zapata
July 3, 2014
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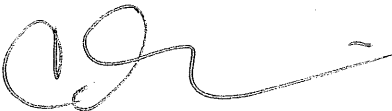
3. A Payee Data Record (STD. 204) is completed and submitted. Although the form indicates that government entities are not required to submit this form, it is needed to ensure payments are sent to the correct recipient.
4. A Third Party In-kind Valuation Plan is submitted for the use of in-kind contributions to satisfy the minimum local match requirement. Third party in-kind contributions are goods and services donated from outside the grantee's agency. Examples of third party in-kind contributions include donated printing, facilities, interpreters, equipment, advertising, time and effort, staff time, and other goods and services. The Third Party In-kind Valuation Plan Checklist and Sample Third Party In-Kind Valuation Plan can be found at the following webpage: <http://www.dot.ca.gov/hq/tpp/offices/orip/Grants/grants.html>.
5. The City of San Leandro receives a fully executed contract and has been notified by Caltrans to begin work.

The contracting process can begin once the first four conditions have been satisfied. For your convenience, a toolbox to aid you during this process is located on our website below:
<http://www.dot.ca.gov/hq/tpp/offices/orip/Grants/grants.html>.

Once the project is underway, a Quarterly Progress Report (a brief narrative of completed project activities) will be due to the Caltrans District staff.

Please contact Ina Gerhard, in Caltrans District 4, at (510) 286-5598, or Priscilla Martinez-Velez, Headquarters Liaison, at (916) 651-8196 if you have any questions concerning these grant funds or program requirements.

Sincerely,



GARTH HOPKINS
Chief, Office of Regional and Interagency Planning

- c: Fred Blackwell, Assistant City Administrator, City of Oakland
Laura Cohen, Western Region Director, Rails-to-Trails Conservancy
Barry Bergman, Manager of Trail Development, Rails-to-Trails Conservancy
Ina Gerhard, Senior Transportation Planner, Caltrans, District 4
Becky Frank, Senior Transportation Planner, Caltrans, District 4
Erin Thompson, Senior Transportation Planner, Caltrans, Headquarters
Priscilla Martinez-Velez, Associate Transportation Planner, Caltrans, Headquarters