



**CHALLENGE COST SHARE SUPPLEMENTAL PROJECT AGREEMENT
13-CS-11050400-035**

To
MASTER CHALLENGE COST SHARE AGREEMENT 13-CS-11050400-032

Between
TOWN OF MAMMOTH LAKES
And The
USDA, FOREST SERVICE
INYO NATIONAL FOREST

This Supplemental Project Agreement (SPA) is hereby made and entered into by and between the Town of Mammoth Lakes, hereinafter referred to as "TOML," and the USDA, Forest Service, INYO NATIONAL FOREST hereinafter referred to as the "U.S. Forest Service," as specified under the provisions of Master Agreement 13-CS-11050400-032.

Title: Mammoth Lakes Trail System - Sherwins Trail Additions Planning and Decision Making

I. GENERAL PROJECT DESCRIPTION: In 2009, the Town of Mammoth Lakes, a local non-profit "Mammoth Lakes Trails and Public Access," (MLTPA) and the U.S. Forest Service participated in a community driven collaborative trail planning exercise called the "Sherwins Working Group" (SWG). The SWG was comprised of community members who represented diverse recreation interests and participated in a series of professionally facilitated recreation planning meetings that built off of concepts developed in the "Sherwin Area Trails Special Study" commissioned by TOML the previous year. The final outcome was a list of recommended trail additions, improvements and management strategies for the "Sherwins" area near Mammoth Lakes. These recommendations were submitted to the U.S. Forest Service for consideration, further studied by MLTPA, and recommended by the Mammoth Lakes Trail System Coordinating Committee for consideration by the U.S. Forest Service in 2012, and subsequently proposed by TOML to the U.S. Forest Service for planning and construction. This project is focused on the requisite planning efforts (NEPA and CEQA) to approve and construct new trails on national forest lands in the area known as the "Sherwins."

II. RESPONSIBILITIES:

A. The TOML shall:

1. Perform in accordance with the financial plan.
2. Upon presentation of a Bill for Collection, Deposit with the U.S. Forest Service the amount agreed upon in the Financial Plan.
3. Present to the U.S. Forest Service a prioritized list of projects proposed to be added to the Mammoth Lakes Trail System and identify the level of development and any



facilities associated with each project.

4. Contract for services not provided by the U.S. Forest Service or TOML. This may include, but is not limited to, engineering surveys, architecture, and graphic design.
5. Provide engineering and planning support to the project planning processes. Planning support will include guidance and assistance with CEQA requirements and processes.
6. Provide the U.S. Forest Service with financial resources, as specified in the attached financial plan, to complete the tasks associated with design, planning, resource inventories, and decision making support.
7. Organize team meetings, track progress, and ensure timely completion of project deliverables.

B. The U.S. Forest Service shall:

1. **ADVANCE BILLING.** The U.S. Forest Service shall bill TOML prior to commencement of work for deposits sufficient to cover estimated costs for the specific payment period. Overhead shall not be assessed.

Billing Method: A single lump sum advance bill.

2. Provide staff, using financial resources granted by TOML, to complete resource inventories, plan projects, guide decision making processes, conduct public meetings and fulfill the requirements of the National Environmental Policy Act.
3. Assess trail project proposals for their feasibility, practicality, recreation opportunity, and potential resource and social impacts and make recommended adjustments as necessary.
4. Attend and participate in MLTS coordinating meetings, recreation commission meetings, and other TOML planning and coordination meetings as requested by TOML.
5. Issue decisions in accordance with rules, policies and regulations of the U.S. Forest Service.

III. CONTACTS & TIME LIMITS:

- A. **PRINCIPAL CONTACTS.** Individuals listed below are authorized to act in their respective areas for matters related to this agreement.



Principal Cooperator Contacts:

Cooperator Program Contact	Cooperator Administrative Contact
Ray Jarvis, Public Works Director PO Box 1609 Mammoth Lakes, CA 93546 Telephone: 760-934-8989, ext. 257 FAX: 760-934-8608 Email: rjarvis@ci.mammoth-lakes.ca.us	Stuart Brown Recreation Manager Mammoth Lakes, CA 93546 Telephone: 760-934-8989, ext. 210 FAX: 760-934-8608 Email: sbrown@ci.mammoth-lakes.ca.us

Principal U.S. Forest Service Contacts:

U.S. Forest Service Program Manager Contact	U.S. Forest Service Administrative Contact
Jon Kazmierski, District Recreation Officer PO Box 148 Mammoth Lakes, CA 93546 Telephone: 760-924-5503 FAX: 760-924-5537 Email: jkazmierski@fs.fed.us	Aaron Stout 631 Coyote Street Nevada City, CA 95959 Telephone: 530-478-6825 FAX: 530-478-6161 Email: asstout@fs.fed.us

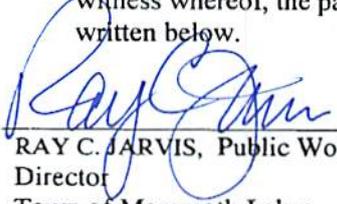
B. ASSURANCE REGARDING FELONY CONVICTION OR TAX DELINQUENT STATUS FOR CORPORATE ENTITIES. This agreement is subject to the provisions contained in the Department of Interior, Environment, and Related Agencies Appropriations Act, 2012, P.L. No. 112-74, Division E, Section 433 and 434 regarding corporate felony convictions and corporate federal tax delinquencies. Accordingly, by entering into this agreement TOML acknowledges that it: 1) does not have a tax delinquency, meaning that it is not subject to any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, and (2) has not been convicted (or had an officer or agent acting on its behalf convicted) of a felony criminal violation under any Federal law within 24 months preceding the agreement, unless a suspending and debarring official of the United States Department of Agriculture has considered suspension or debarment is not necessary to protect the interests of the Government. If TOML fails to comply with these provisions, the U.S. Forest Service will annul this agreement and may recover any funds TOML has expended in violation of sections 433 and 434.



- C. COMMENCEMENT/EXPIRATION DATE. This agreement is executed as of the date of the last signature and is effective through December 31, 2016, at which time it will expire, unless extended by an executed modification, signed and dated by all properly authorized, signatory officials.
- D. AVAILABILITY FOR CONSULTATION. Both parties will make themselves available at mutually agreeable times, for continuing consultation to discuss the conditions covered by this agreement and agree to actions essential to fulfill its purposes.

IV. APPROVAL

A. AUTHORIZED REPRESENTATIVES. By signature below, each party certifies that the individuals listed in this document as representatives of the individual parties are authorized to act in their respective areas for matters related to this agreement. In witness whereof, the parties hereto have executed this agreement as of the last date written below.


 _____ 5/22/13
 Date
 RAY C. JARVIS, Public Works and Transportation
 Director
 Town of Mammoth Lakes


 _____ 5/23/13
 Date
 EDWARD E. ARMENTA, Forest Supervisor
 U.S. Forest Service, Inyo National Forest

The authority and format of this agreement have been reviewed and approved for signature.


 _____ 5/14/13
 Date
 KELLIE L. HAMILTON
 U.S. Forest Service Grants Management Specialist



Burden Statement

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0596-0217. The time required to complete this information collection is estimated to average 4 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual's income is derived from any public assistance. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at 202-720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, SW, Washington, DC 20250-9410 or call toll free (866) 632-9992 (voice). TDD users can contact USDA through local relay or the Federal relay at (800) 877-8339 (TDD) or (866) 377-8642 (relay voice). USDA is an equal opportunity provider and employer.

U.S. Forest Service

OMB 0596-0217
FS-1500-17C

Attachment:

USFS Agreement No.:

Mod. No.:

Cooperator Agreement No.:

This Financial Plan may not be used to collect funds AND disburse funds on the same agreement. Separate agreements must be used in this situation.

Agreements Financial Plan (Medium Form) with Program Income

1. Financial Plan Matrix:

Note: All columns may not be used. Use depends on source and type of contribution(s).

COST ELEMENTS (Direct Costs)	FOREST SERVICE CONTRIBUTIONS		COOPERATOR CONTRIBUTIONS				(g) GROSS TOTAL BY LINE
	(a) Noncash	(b) Volunteer Labor (In-Kind)	(c) Noncash	(d) In-Kind	(e) Cash to FS	(f) Other Federal	
Salaries/Labor	\$32,634.45	\$0.00	\$0.00	\$0.00	\$152,072.09	\$0.00	\$184,706.54
Travel	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Equipment	\$30,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$30,000.00
Supplies/Materials	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Printing	\$1,250.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,250.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Other	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Subtotal	\$63,884.45	\$0.00	\$0.00	\$0.00	\$152,072.09	\$0.00	\$215,956.54
Cooperator Indirect Costs			\$0.00				\$0.00
FS Overhead Assessment	\$0.00				\$0.00		\$0.00
Gross Total	\$63,884.45	\$0.00	\$0.00	\$0.00	\$152,072.09	\$0.00	\$215,956.54

Matching Costs Determination	
Total Forest Service Share =	(h)
(a+b)/(g) = (h)	0.29582086
Other Federal Contribution =	(i)
(f)/(g) = (i)	0.00%
Total Federal Share =	(j)
(h+i) = (j)	29.58%
Total Cooperator Share	(k)
[(c+d+e) = (k)	70.42%
Total	(l)
(j+k) = (l)	100.00%

WORKSHEET FOR

FS Non-Cash Contribution Cost Analysis Column

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor

Standard Calculation

Job Description	Cost/Day	# of Days	Total
Line Officer Oversight	\$496.58	30.00	\$14,897.40
Heritage Program Mgr	\$362.39	15.00	\$5,435.85
Forest Rec Officer	\$456.36	5.00	\$2,281.80
District Rec Officer	\$333.98	30.00	\$10,019.40
			\$0.00

Non-Standard Calculation

Total Salaries/Labor

\$32,634.45

Travel

Standard Calculation

Travel Expense	Employees	Cost/Trip	# of Trips	Total
				\$0.00
				\$0.00
				\$0.00
				\$0.00
				\$0.00

Non-Standard Calculation

Total Travel

\$0.00

Equipment

Standard Calculation

Piece of Equipment	# of Units	Cost/Day	# of Days	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Vehicle Use	\$30,000.00
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Total Equipment

\$30,000.00

Supplies/Materials			
Standard Calculation			
Supplies/Materials	# of Items	Cost/Item	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

Non-Standard Calculation

Total Supplies/Materials **\$0.00**

Printing			
Standard Calculation			
Paper Material	# of Units	Cost/Unit	Total
	250.00	\$5.00	\$1,250.00

Non-Standard Calculation

Total Printing **\$1,250.00**

Other Expenses			
Standard Calculation			
Item	# of Units	Cost/Unit	Total
			\$0.00
			\$0.00
			\$0.00
			\$0.00

Non-Standard Calculation

Total Other **\$0.00**

Subtotal Direct Costs **\$63,884.45**

Forest Service Overhead Costs			
Current Overhead Rate	Subtotal Direct Costs		Total
	\$63,884.45		\$0.00
Total FS Overhead Costs			\$0.00

TOTAL COST **\$63,884.45**

WORKSHEET FOR

Cash to FS Cost Analysis Column

Use this worksheet to perform the cost analysis that supports the lump sum figures provided in the matrix. NOTE: This worksheet auto populates the relevant and applicable matrix cells.

Cost element sections may be deleted or lines may be hidden, if not applicable. Line items may be added or deleted as needed. The Standard Calculation sections provide a standardized formula for determining a line item's cost, e.g. cost/day x # of days=total, where the total is calculated automatically. The Non-Standard Calculation sections provide a write-in area for line items that require a calculation formula that is other than the standardized formulas, e.g. instead of salaries being calculated by cost/day x # of days, costs may be calculated simply by a contracted value that is not dependent on days worked, such as 1 employee x \$1,200/contract= \$1,200. Be sure to review your calculations when entering in a Non-Standard Calculation, and provide a brief explanation of units used to make calculation, e.g. '1 month contract,' on a line below the figures.

Salaries/Labor					
Standard Calculation					
Job Description		Cost/Day	# of Days		Total
Trails Specialist, GS-09		\$263.51	55		\$14,493.05
Engineering, GS-11		\$370.85	10		\$3,708.50
Hydrology Oversight, GS-12		\$418.43	22		\$9,205.46
Heritage Oversight, GS-09		\$272.71	42		\$11,453.82
Botany Surveys and Reports, GS-05		\$141.61	75		\$10,620.75
Biotech		\$141.61	75		\$10,620.75
Hydro Surveys, Reports and Permits, GS-05 Hydro Tech		\$196.26	75		\$14,719.50
Heritage Surveys and Reports, GS-06		\$249.96	0		\$0.00
Heritage Tech		\$328.02	8		\$2,624.16
Recreation Residence, GS-09 Special Uses		\$333.98	160		\$53,436.80
Lands , GS-11 Lands		\$396.52	15		\$5,947.80
Recreation Management, NEPA Lead, GS-11 Rec Officer		\$271.63	40		\$10,865.20
Wildlife, GS-11		\$356.53	2		\$713.06
Landscape Architecture, GS-09		\$305.27	12		\$3,663.24
Fisheries/Amphibians, GS-11					
Botany Oversight, GS-09					
Non-Standard Calculation					

Total Salaries/Labor	\$152,072.09
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Travel					
Standard Calculation					
Travel Expense	Employees	Cost/Trip	# of Trips		Total
					\$0.00
Non-Standard Calculation					

Total Travel		\$0.00
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Equipment

Standard Calculation					
Piece of Equipment	# of Units	Cost/Day	# of Days		Total
					\$0.00

Non-Standard Calculation

Total Equipment		\$0.00
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Supplies/Materials

Standard Calculation				
Supplies/Materials		# of Items	Cost/Item	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Total Supplies/Materials		\$0.00
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Printing

Standard Calculation				
Paper Material		# of Units	Cost/Unit	Total
				\$0.00

Non-Standard Calculation

Total Printing		\$0.00
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Other Expenses

Standard Calculation				
Item		# of Units	Cost/Unit	Total
				\$0.00
				\$0.00

Non-Standard Calculation

Total Other		\$0.00
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Subtotal Direct Costs

\$152,072.09

Forest Service Overhead Costs

Current Overhead Rate	Subtotal Direct Costs		Total
	\$152,072.09		\$0.00
Total FS Overhead Costs			\$0.00

TOTAL COST

\$152,072.09

Attachment B

Statement of Work – Town of Mammoth Lakes, Sherwins Trail Projects

The Town of Mammoth Lakes (TOML) has partnered with the U.S. Forest Service to deliver, maintain, and manage a network of trails and facilities referred to as the “Mammoth Lakes Trail System (MLTS).” TOML has proposed adding several new trails to the MLTS and has asked the U.S. Forest Service to partner on studying these trails, defining the alignment, conducting resource inventories and studies, and completing NEPA for trails, as approved by the District Ranger.