

LETTER OF AGREEMENT BETWEEN CITY AND BOROUGH OF SITKA SITKA TRAIL WORKS

Re: Cross Trail Multimodal Pathway Project Phase 6

Background and Purpose:

This Letter of Agreement (“LOA”) is entered into by and between the City and Borough of Sitka (the “City”) and Sitka Trail Works (“STW”), hereinafter collectively referred to as the “Partners”.

The purpose of this LOA is to establish and define the rights, responsibilities and obligations between the Partners with respect to the Cross Trail Multimodal Project Phase 6 (“Cross Trail Project”).

The Partners agree as follows:

Sitka Trail Works responsibilities:


- 1) Assists the City with planning, design, permitting and implementation of the Cross Trail construction project.
- 2) Works with the City to develop and execute contracts for trail planning and design or other services, as needed, to develop the Project.
- 3) Assists in acquiring all necessary construction licenses, easements, and ROW needed under the City and Borough of Sitka name.
- 4) Completes reports and invoices for work that meets Federal Highways Administration, Western Federal Lands (FHWA) requirements and submits to the City and Borough of Sitka quarterly.
- 5) Keeps CBS regularly informed of Project status.
- 6) Notifies CBS prior to commencement of construction activities.

City and Borough of Sitka responsibilities:


- 1) Ensures that the FHWA funds appropriated for the Project are expended in accordance with Federal and State laws and regulations.
- 2) Completes all necessary FHWA grant agreements.
- 3) Works with STW on planning, design, permitting and construction of the Project.
- 4) Charges staff time and expenses to the Project.
- 5) Works with STW to acquire all necessary construction licenses, easements, and R.O.W. needed under the City and Borough of Sitka’s name.
- 6) Oversee project management.

- 7) Accepts full ownership and complete responsibility for each phase or stage of the project, and all improvements thereon, upon substantial completion of each phase
- 8) Agrees to reimburse STW for expenses incurred in the planning, design and construction of the Cross Project.
- 9) Submits reports and invoices for work completed to Western Federal Lands on a quarterly basis.


Authorizing Signatures:



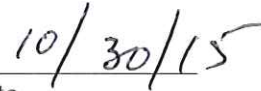
City and Borough of Sitka
Municipal Administrator
Mark Gorman



Sitka Trail Works
President
Brian Hanson



Date



Date