

**METROPOLITAN PLANNING (PL) FUNDS  
PASS-THROUGH AGREEMENT BETWEEN THE  
DELAWARE-MUNCIE METROPOLITAN PLAN COMMISSION  
AND THE  
TOWN OF YORKTOWN, INDIANA**

**WHEREAS**, the Delaware-Muncie Metropolitan Plan Commission, as the designated Metropolitan Planning Organization (MPO) in the Muncie Urbanized Area, has entered into a contract with the Indiana Department of Transportation (INDOT) for the performance of work tasks described in the Area's approved Fiscal Year 2013-2014 Unified Planning Work Program (UPWP), funded in part through federal Metropolitan Planning (PL) funds; and

**WHEREAS**, Work Program Element #700-07 includes the following activities: *in the absence of an ADA plan, the DMMPC will determine when one will be developed and approved and will endeavor to assist the LPA's through planning activities and financial assistance to complete an ADA Transition Plan*; and

**WHEREAS**, the Delaware County, Indiana completed an appropriate Request for Proposals consultant selection process and entered into a contract for completion of an ADA Transition Plan, which contract can be extended to include other local public agencies (LPA).

**NOW, THEREFORE, BE IT AGREED** between the MPO and the Town of Yorktown, as follows:

**Item 1.** That the Town of Yorktown will provide funds for payment of the professional services, and shall provide all needed invoices, receipts, bills, and documents to the MPO for the filing of required financial information with the Indiana Department of Transportation (INDOT) for reimbursement.

**Item 2.** That the Delaware-Muncie Metropolitan Plan Commission Office shall process the required billings; and shall pass-through the reimbursement of 80% of the cost of the ADA Transition Plan to be forwarded to the Town of Yorktown under Activity 700-07 of the FY 2011-2012 UPWP based on the PL appropriation not to exceed \$20,000.

**Item 3.** That this pass-through agreement shall be in effect and access to PL funds made available with the execution of this agreement by both parties.

**Item 4.** That the Town of Yorktown shall maintain and have available for audit and inspection all financial records pertinent to the financial costs associated with this agreement for a period of three years following the termination date, except that if an audit has been initiated before the expiration of the three year period, the records shall be retained until the findings of the audit have been resolved. The above records are subject to inspection and audit by the MPO, the cognizant federal audit agency for the State of Indiana or INDOT, or the Comptroller General of the United States during the life of the grant and for three years thereafter.

**Item 5.** That the Town of Yorktown and the MPO shall not discriminate against any employee or applicant for employment because of race, religion, color, sex, ancestry or national origin; nor against any qualified handicapped applicant for employment on the basis of handicap.

**Item 6.** That this agreement shall be considered in effect upon approval and acceptance by the undersigned signatories.

Approved & Accepted by  
The Town of Yorktown, Indiana:

Approved & Accepted by the Administrative  
Policy Committee of the Delaware-Muncie  
Metropolitan Plan Commission/Muncie MPO  
on the 19<sup>th</sup> day of February, 2014.

**By:** \_\_\_\_\_  
Robert Ratchford, President      date  
Yorktown Town Council

\_\_\_\_\_  
Marta Moody, Director      date  
Muncie MPO

**Attest:**

\_\_\_\_\_  
Beth Neff, Clerk-Treasurer      date  
Town of Yorktown, Indiana