



## CMAQ Applicant Information

### Sponsor:

Name of Sponsor: Laramie County, Wyoming		
Sponsor Type: County Government		
Specify Other:		
DUNS: 197732709		
Mailing Address: 310 W. 19th Street, Suite 300		
City: Cheyenne	State: WY	Zip: 82001

Contact Person: David Bumann		
Title: Public Works Director		
Email: dbumann@laramiecounty.com		Phone: 307-633-4302
LPA Certified: <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	LPA Certification Expiration: 12/31/2020	
LPA Certified Individual (if not Contact Person): Sandra Newland also LPA Certified		

### Joint Sponsor:

Joint Sponsor: <input type="checkbox"/> No <input type="checkbox"/> Yes - Joint Sponsor's Name:		
Mailing Address:		
City:	State:	Zip:

Contact Person:		
Title:		
Email:	Phone:	

## Funding Request

20% Local Match	80% Federal (CMAQ Request)	Total Project Cost
\$32,413.40	\$129,653.60	\$162,067.00
Specify source of match funding: County General Funds		

## Sponsor Certification Statement

Read and check each statement below certifying:

- ☒ The Sponsor is familiar with the Congestion Mitigation Air Quality Program eligibility criteria;
- ☒ The budget accurately reflects cost of proposed project;
- ☒ The information provided is true and correct to the best of the Sponsor's knowledge;
- ☒ The Sponsor understands this is a reimbursement-based award and if funded, the Sponsor must pay costs and will be reimbursed as invoices are submitted with documentation;
- ☒ The Sponsor will be responsible for ensuring future maintenance and ongoing upkeep of the completed project.

Linda M Heath  
Sponsor Signature  
(Authorized Official)  
Linda Heath, Chairman

8/8/2019  
Date



## CMAQ Attachment A: Project Description

Laramie County, Wyoming

### Project Type (Select all that apply):

- ☒ County Road Dust Suppression (Chemical applications, i.e. Magnesium Chloride;  
☐ County Road Upgrading (Placing gravel to reduce fugitive dust);  
☐ Acquisition of Right-of-Way required for this project;  
☐ Preliminary Engineering; ☐ Utility Adjustment;  
☐ Environmental Mitigation; ☐ Air Quality Testing and Monitoring;  
☐ Other Air Quality improvements to Public Road(s)  
Describe:

### Project Location:

Describe the location of the project using any mileposts, landmarks, significant intersections, etc. County Road 203 for five miles from mile post eight to mile post 13, County Road 215 for nine miles from mile post 33 to mile post 42 and County Road 222 for twelve miles from mile post 0 to mile post 12.

Identify the type of suppressant(s) to be used:  
Magnesium Chloride

Is this application ONLY for the purchase of dust suppressant? ☐ Yes ☒ No

If no, Will the Sponsor seek reimbursement for utilization of its own forces for any chemical applications, or will the Sponsor be using a qualified contractor?

☐ Sponsor's Own Forces ☒ Qualified

Contractor

If proposal is to use the Sponsor's Own Forces and incorporating gravel or fill dirt:

Where is the gravel coming from?

Has the pit been previously cleared through the National Environmental Policy Act (NEPA)?  
☐ Yes ☐ No

### Physical Description:

Surface Type: Dirt	If Other, please specify:
Approximate Length: 26 miles <input type="checkbox"/> N/A	Approximate Width: 25 feet <input type="checkbox"/> N/A

### Project Timeline:



	Documents			
2/1/2020	3/1/2020	4/1/2020	6/1/2020	9/1/2020

**Project Benefits:**

Check the following connections that this project provides

(Must be within ½ mile of the start/end of the proposed project):

- ☒ Industry – Oil Extraction    ☐ Industry – Gas Extraction    ☐ Industry – Coal Mining
- ☐ Industry – Other Minerals    ☐ Industry – Gravel    ☐ Industry – Solar
- ☐ Industry – Wind    ☐ Manufacturing    ☐ Railroad
- ☐ Farming    ☒ Ranching    ☒ Residential
- ☐ Other, describe:

Briefly describe the improvements outlined in the above **Project Benefits** section:

The proposed project is for the supply and application of dust suppressant to approximately 26 miles of Laramie County Roads which have a combination of above average daily traffic, higher truck traffic, and impacts from energy and/or agricultural uses. The 26 miles of roadway are currently in good condition and Laramie County has been aggressive in providing road maintenance. This provides the best probability the application of chemicals is a success thus greatly increasing the longevity of the chemical and road quality. With the current heavy oil and gas/energy companies utilizing Laramie County Roads, complaints of excessive dust have increased. By application of the Chloride Magnesium to the roads, we will be able to mitigate this.

**Project Administration:**

How will the project design and contract bidding documents be produced?

- ☒ Reimbursement for these activities will not be sought by the Sponsor.
- ☐ Sponsor Employed Engineer (Must be a full time employee of the Sponsor.)
- ☐ Consulting Engineer (To be selected after notification of project award and Notice to Proceed, as a result of a qualifications based selection.)

Who will review the project design and contract bid documents for the Sponsor?

- ☒ Reimbursement for these activities will not be sought by the Sponsor.
- ☐ Sponsor Employed Engineer (Must be a full time employee of the Sponsor.)
- ☐ Consulting Engineer (To be selected after notification of project award and Notice to Proceed, as a result of a qualifications based selection.)

Who will perform the construction management?

- ☒ Reimbursement for these activities will not be sought by the Sponsor.
- ☐ Sponsor Employed Engineer (Must be a full time employee of the Sponsor.)
- ☐ Consulting Engineer (To be selected after notification of project award and Notice to Proceed, as



- ☒ Reimbursement for these activities will not be sought by the Sponsor.
- ☐ Sponsor Employed Engineer (Must be a full time employee of the Sponsor.)
- ☐ Consulting Engineer (To be selected after notification of project award and Notice to Proceed, as  
a result of a qualifications based selection.)

### **Brief Project Summary:**

Outline the need for the project and the benefits of the project:

With the current heavy usage of these county roads for oil and gas transportation there is a need to preserve and protect the roads from excessive erosion. The Magnesium Chloride will help shield the roads and preserve them longer than if the roads were not treated. All industries mentioned above will benefit from the preservation of these roads. The County Roads will continue to be utilized by residents and businesses alike and the Magnesium Chloride will facilitate safer roads.

## CMAQ Attachment B: Proposed Roadways & Maps

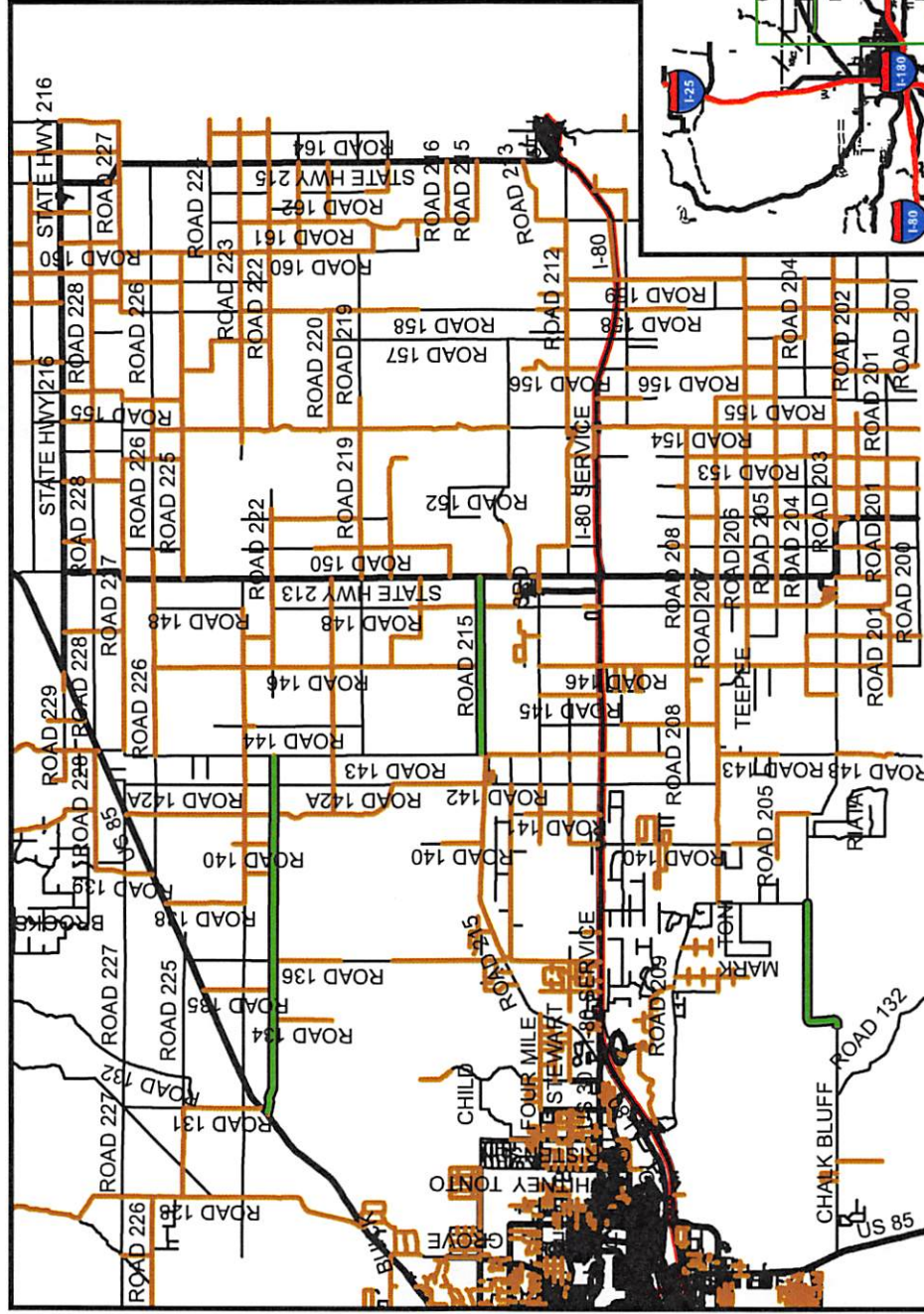
[ATTACH UP TO 1 (ONE) MAP FOR EACH ROADWAY]

Laramie County, Wyoming

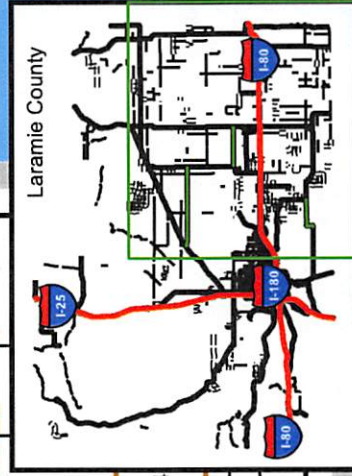
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- For questions regarding the Functional Classification, ML Road Number and/or Reference Markers, call 307.777.4941

# LARAMIE COUNTY CMAQ APPLICATION DUST SUPPRESSANT

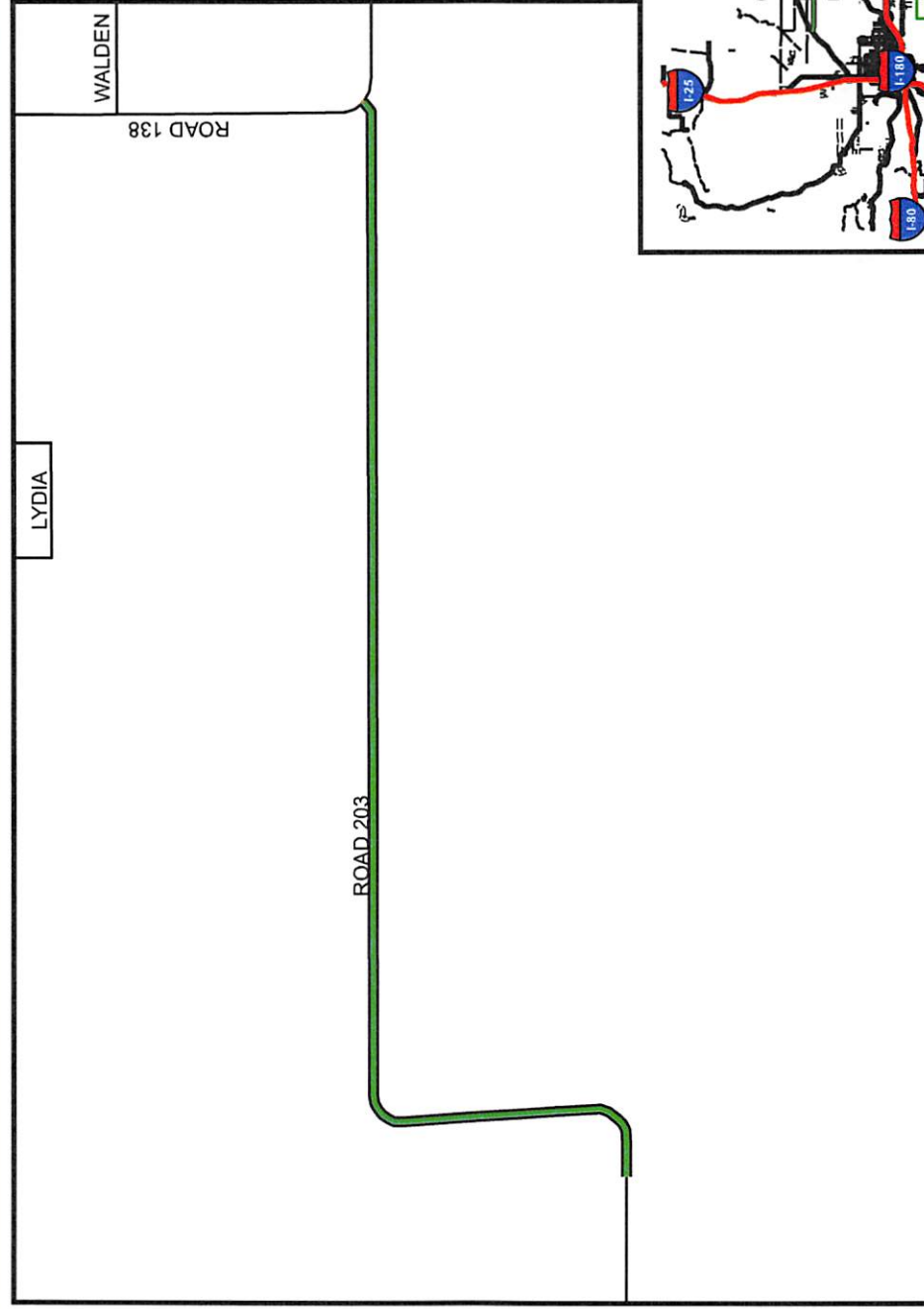


- Legend
- LC CMAQ Application
  - County Maintained Gravel
  - Street Centerlines

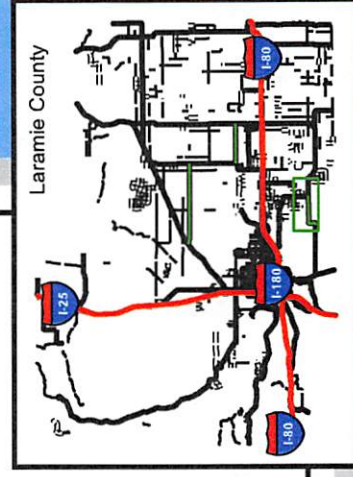




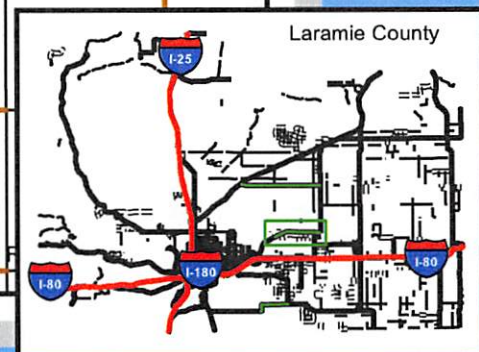
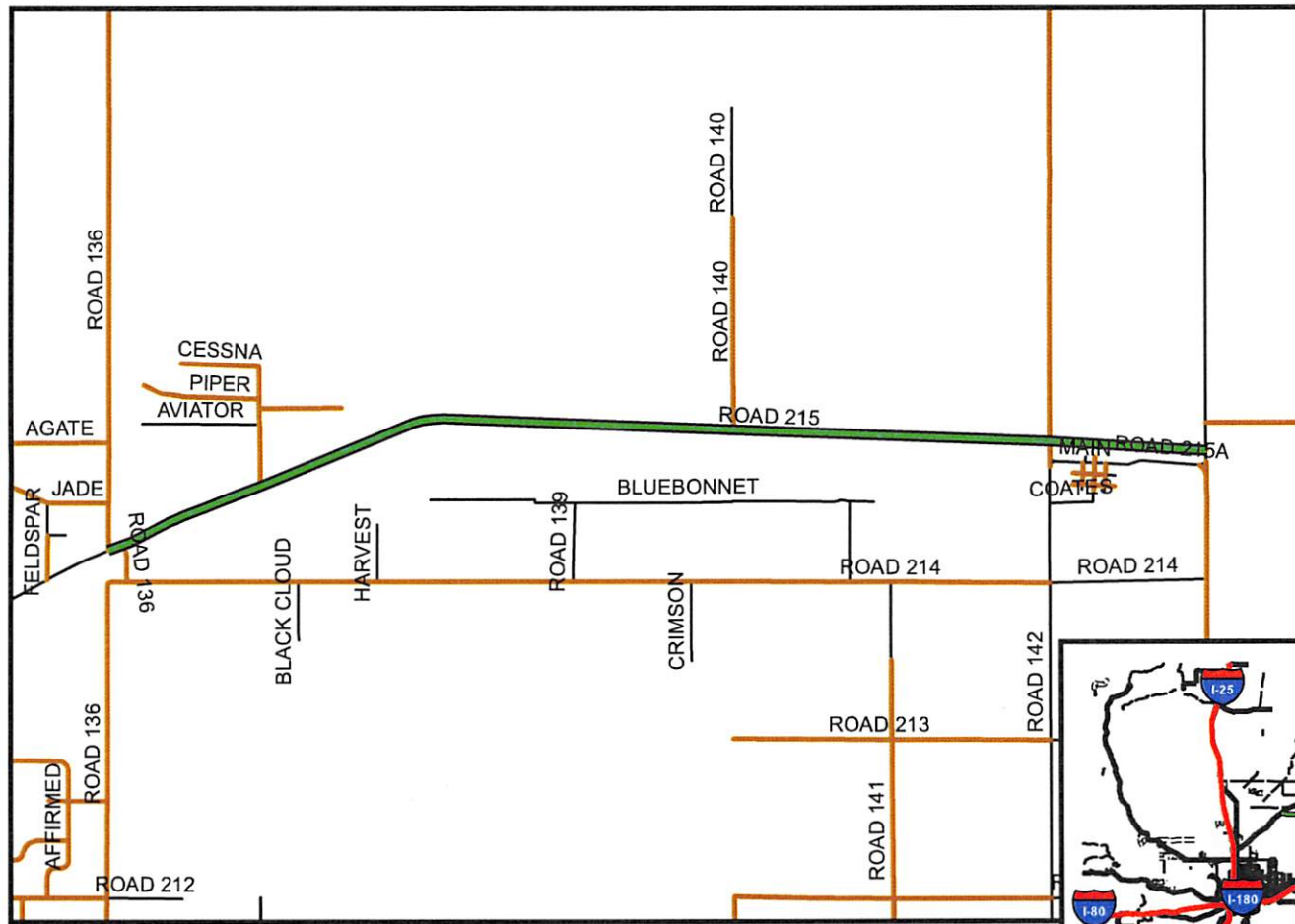
# LARAMIE COUNTY CMAQ APPLICATION DUST SUPPRESSANT



- Legend
- LC CMAQ Application
  - County Maintained Gravel
  - Street Centerlines



# LARAMIE COUNTY CMAQ APPLICATION DUST SUPPRESSANT



## Legend

- LC CMAQ Application
- County Maintained Gravel
- Street Centerlines



## **CMAQ Attachment D: Environmental Considerations**

Laramie County, Wyoming

**Does this proposed project have any unusual environmental features associated with it?**

☐ Yes ☒ No

If Yes, please describe:

**Are there any registered historic structures or sites involved with the project?**

☐ Yes ☒ No

If Yes, please describe:

**Are there any live watercourses or bodies of water being encountered?**

☐ Yes ☒ No

If Yes, please describe:



Updated 2019.03.13 sbje (1 Page) FY20

**CMAQ: Project Estimating Worksheet**

Project Sponsor :

Laramie County, Wyoming**Instructions:**

- \* Only input information in grey shaded areas, if applicable.
- \* Enter "0" in the percentages column if not seeking federal participation.
- \* Only work performed after the execution of a cooperative agreement is eligible for federal reimbursement.
- \* All requests will be rounded up to the nearest hundred dollars

Proposed Funding / Match Rates	Local	Federal
	20.00%	80.00%

CMAQ Project		Local Portion				Federal Portion	
			Project Totals	Proposed Local Match Percentage	Local Cash Match	Proposed Federal Percentage	Federal Amount Requested
Description (Include amounts for federal-aid items only)		Percentages					
*EITHER * Cost of Dust Suppressant Materials				20.00%	\$0.00	80.00%	\$0.00
* OR * Cost of Contractor Application of Dust Suppressant and Purchased Materials			\$162,067.00		\$32,413.40		\$129,653.60
Air Quality Monitoring			\$0.00		\$0.00		\$0.00
Construction Contingency 5% to 10% of PCE (Quantity overruns, etc.)		0.00%	\$0.00		\$0.00		\$0.00
Construction Engineering (Consultant) 0% or 10% of PCE (If Sponsor wishes to have this item reimbursed, consultants shall be selected through established procedures.)		0.00%	\$0.00		\$0.00		\$0.00
Preliminary Engineering (Consultant) 0% to 15% of PCE (If Sponsor wishes to have this item reimbursed, consultants shall be selected through established procedures.)		0.00%	\$0.00		\$0.00		\$0.00
Other Costs:			\$0.00		\$0.00		\$0.00
Total Estimate:			\$162,067.00		\$32,413.40		\$129,653.60

Total Project Estimate	Total Local Match	Total Federal Funding
\$162,067.00	\$32,413.40	\$129,653.60



## CMAQ Attachment G: Resolution RESOLUTION NO. Resolution #

A RESOLUTION AUTHORIZING THE SUBMISSION OF AN APPLICATION FOR FEDERAL FUNDING THROUGH THE CONGESTION MITIGATION AIR QUALITY PROGRAM ADMINISTERED BY THE WYOMING DEPARTMENT OF TRANSPORTATION FOR Laramie County, Wyoming FOR THE PURPOSES OF THE 2020 Dust Mitigation PROJECT.

### WITNESSETH

**WHEREAS**, the governing body for Laramie County, Wyoming Laramie County, Wyoming desires to participate in the Congestion Mitigation Air Quality Program (CMAQ) to assist in funding this project;

**WHEREAS**, the governing body for Laramie County, Wyoming recognizes the need for the project;

**WHEREAS**, CMAQ requires that federal funding criteria be met, and Laramie County, Wyoming agrees to ensure satisfaction of all requirements;

**WHEREAS**, Laramie County, Wyoming acknowledges that if funded, the CMAQ project shall be completed prior to December 31, 2021;

**WHEREAS**, the governing body for Laramie County, Wyoming agrees to set aside a minimum of \$32,413.00 as a line item in its budget for the required twenty percent (20%) local cash match on the project;

**WHEREAS**, the governing body for Laramie County, Wyoming acknowledges CMAQ is funded on a reimbursement basis and all invoices must be 100% paid by Laramie County, Wyoming prior to reimbursement through CMAQ (80% Federal Reimbursement). Laramie County, Wyoming acknowledges that failure to comply with this requirement may result in cancellation of the award and repayment by Laramie County, Wyoming of all funds reimbursed.

**NOW, THEREFORE, BE IT RESOLVED BY THE GOVERNING BODY** for Laramie County, Wyoming that a funding application requesting \$129,654.0 in federal CMAQ funding be submitted to the Wyoming Department of Transportation – CMAQ for consideration to assist in funding for the Laramie County, Wyoming project.

**BE IT FURTHER RESOLVED, THAT** David Bummann, Public Works Director is hereby designated as the Project Administrator, of **Error! Reference source not found.** to act on behalf of the governing body on all matters relating to this funding application.

**PASSED, APPROVED AND ADOPTED THIS 20<sup>th</sup> DAY OF August, 2019.**

*Linda M Heath*

Signature

Linda Heath, Chairman

ATTEST:

*Debra K. Lee*

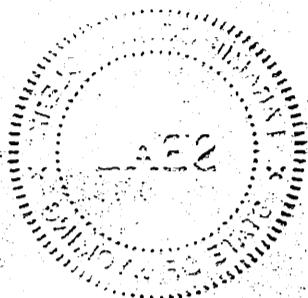
Signature

Debra Lee, County Clerk



RECEIVED AND APPROVED AS  
DEPUTY LARAMIE COUNTY  
ATTORNEY

*[Signature]*



*[Handwritten signature]*  
*[Handwritten signature]*

TO THE HONORABLE THE ATTORNEY GENERAL

SIR: I have the honor to acknowledge the receipt of your letter of the 10th inst. in relation to the matter of the State of California, Department of Corrections, and in reply to inform you that the same has been forwarded to the proper authorities for their consideration.

I am, Sir, very respectfully,  
Yours very truly,  
J. H. [Signature]

Very truly yours,  
J. H. [Signature]

Very truly yours,  
J. H. [Signature]

Very truly yours,  
J. H. [Signature]

Very truly yours,  
J. H. [Signature]

Very truly yours,  
J. H. [Signature]

Very truly yours,  
J. H. [Signature]

Very truly yours,

Very truly yours,  
J. H. [Signature]

Very truly yours,

Very truly yours,

Very truly yours,

Very truly yours,



## CMAQ Attachment H: Lobbying Certificate

### Lobbying Certification Statement

The undersigned Laramie County, Wyoming certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of an agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for making lobbying contacts to an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form--LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions [as amended by "Government wide Guidance for New Restrictions on Lobbying," 61 Fed. Reg. 1413 (1/19/96). Note: Language in paragraph (2) herein has been modified in accordance with Section 10 of the Lobbying Disclosure Act of 1995 (P.L. 104-65, to be codified at 2 U.S.C. 1601, et seq. .)]
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by 31, U.S.C. § 1352 (as amended by the Lobbying Disclosure Act of 1995). Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

[Note: Pursuant to 31 U.S.C. § 1352(c)(1)-(2)(A), any person who makes a prohibited expenditure or fails to file or amend a required certification or disclosure form shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such expenditure or failure.]

The Project Sponsor certifies or affirms the truthfulness and accuracy of each statement of its certification and disclosure, if any. In addition, the Sponsor understands and agrees that the provisions of 31 U.S.C. A 3801, et seq., apply to this certification and disclosure, if any.

*Linda M Heath*

Signature

Linda Heath, Chairman

*8/8/2019*

Date



## CMAQ Attachment I: Right-of-Way

Laramie County, Wyoming

### Local Public Agency Right-of-Way & Utility Certificate

*Local Public Agencies (LPAs) are required to submit proof of the following to WYDOT.*

Laramie County, Wyoming hereby certifies to the Wyoming Department of Transportation and the Federal Highway Administration that:

☒ The acquisition of Right-of-Way was not required. All work proposed is within Right-of-Way obtained or acquired prior to programming this project.

OR

☐ All necessary rights-of-way have been acquired including legal and physical possession in accordance with all applicable laws and regulations noted below. No persons of business have been or will be displaced by this project. All requirements of 23 CFR 635.309(b)(c)(g)&(h). Authorization, 49 CFR Part 24 – Uniform Relocation Assistance and Real Property Acquisition for Federal and Federally Assisted Programs, and the Wyoming Relocation Assistance Act of 1973, Sections 16-7-101 through 16-7-121.

☒ Utility relocations/adjustments are not required for completion of this project.

OR

☐ Utility relocations/adjustments within the project limits of construction have been completed, or are incorporated in the contract plans as biddable work.

☒ There is no work involving railroad right-of-way for the completion of this project.

OR

☐ All necessary arrangements have been made for railroad work to be completed as required for proper coordination with the construction.

This undersigned certifies the above information is accurate as of the date below:

*Linda M Heath*

Signature

Linda Heath, Chairman

*8/8/2019*

Date



## LPA Attachment J: Internal Review's Risk Assessment

Laramie County, Wyoming

Have there been any key personnel Changes in the direct implementation and administration of grant awards during the previous year? (Key personnel include the project administrator, accounting, budget, or controller personnel) [2 CFR 200.331(a)(6)(3)] ☐ Yes ☒ No

Has the organization as a whole (Re: Personnel) remained unchanged during the previous year? ☒ Yes ☐ No

Has the accounting/financial system remained the same as last year? ☒ Yes ☐ No

If No, explain:

Does your entity receive federal grant money **directly** from any federal awarding agencies (FTA, FHWA, NHTSA, etc.)? These monies do not have any WYDOT involvement for applications, payments, etc. [2 CFR 200.331(a)(6)(4)]. ☐ Yes ☒ No

Has a federal agency monitored, inquired or been directly involved in outstanding award(s)? ☐ Yes ☒ No

Has a federal agency ever performed a review or audit of outstanding award(s)? ☐ Yes ☒ No

If Yes, did the federal agency determine that there were no financial or compliance issues? ☐ Yes ☐ No

If No, provide a description of the financial and/or compliance issues as detailed by the federal agency:

Does your entity have written procedures for procurement transactions? [2 CFR 200.313-318] ☒ Yes ☐ No

Does the Sponsor anticipate requesting reimbursement through the project for Indirect Cost? ☐ Yes ☒ No

*(Indirect [F&A] costs means those costs incurred for a common or joint purpose benefitting more than one cost objective, and not readily assignable to the cost objectives specifically benefitted, without effort disproportionate to the results achieved. To facilitate equitable distribution of indirect expenses to the cost objectives served, it may be necessary to establish a number of pools of indirect [F&A] costs. Indirect [F&A] cost pools must be distributed to benefitted cost objectives on bases that will produce an equitable result in consideration of relative benefits derived.) [2 CFR 200.56]*

Does the Sponsor have an Approved Indirect Cost rate with WYDOT? ☐ Yes ☐ No ☒ N/A

If No, does the Sponsor propose using the de minimis rate of 10%?

☐ Yes ☐ No ☒ N/A



**LARAMIE COUNTY**

# **Title VI Program**



**Adopted: August 2, 2016**

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## **TITLE VI PROGRAM QUESTIONNAIRE**

***The Federal Transit Administration (FTA) requires all grantees of FTA financial assistance to develop a Title VI program. In the past, the Wyoming Department of Transportation (WYDOT) – Transit Division Title VI program covered the State and its grantees. Now, each grantee must have its own program; this requirement applies to both Section 5310 and 5311 grantees.***

***To help the grantee develop a Title VI program, WYDOT has developed this questionnaire, which will, once reviewed and accepted by WYDOT, become the agency's Title VI program. Once accepted by WYDOT, submit the completed questionnaire to the agency's Board or council for approval and then provide evidence of the approval to WYDOT.***

### **NOTICE TO THE PUBLIC**

**FTA requires that each grantee notify the public of its rights under Title VI and include the notice and where it is posted in the Title VI program. The notice must include the following:**

- **A statement that the agency operates programs without regard to race, color, and national origin**
- **A description of the procedures that members of the public should follow in order to request additional information on the grantee's nondiscrimination obligations**
- **A description of the procedures that members of the public should follow in order to file a discrimination complaint against the grantee**
- **A statement that the agency's Title VI obligations and complaint procedures will be translated into other languages as needed**

**The notice can be a separate document, such as a posted sign, a statement that is in another document, or a stand-alone document, such as a Title VI brochure.**

***Attachment A presents two notices developed by WYDOT, a longer "stand-alone" statement and a shorter statement that can be included in another document, such as a bus schedule or as a placard in the bus. Both are provided in English and Spanish. Grantee can use these notices or develop its own. If grantee has developed its own notice, it must include the four items discussed above and be approved by WYDOT prior to posting.***

***At a minimum, a grantee must post a Title VI notice on its website and in the reception area and public meeting spaces of its offices, as well as all vehicles used for public transit. FTA recommends that each agency place the notice in other locations, such as on bus shelters, on schedules or other printed materials, and at stations.***

**WYDOT recommends placing the longer notice on the agency's website and in the required office areas in an inexpensive frame.**

1. Is the grantee using either of WYDOT's notice(s) in Attachment A? If yes, which one(s)? If no, please provide a copy of your Title VI notice(s).

Laramie County is using WYDOT's Notice

2. Where are the notices posted?

Laramie Count Public Works, Laramie County Grants and the Laramie County HR Office

3. At a minimum, has the agency posted a Title VI notice on the agency's website, in the reception area of your office, and in the public meeting spaces of agency's office?

Yes

COMPLAINT INSTRUCTIONS AND FORM

FTA requires each grantee to have instructions for the public to follow and a form for the public to use for filing a Title VI complaint. Attachment B presents a form and instructions for filing a Title VI complaint in English and Spanish developed by WYDOT. Grantee can use the WYDOT form and instructions or use your own.

4. Has the grantee adopted the WYDOT-developed form and instructions for filing a Title VI complaint? If no, please attach a copy of the form and instructions that is used.

Yes

TITLE VI COMPLAINTS, INVESTIGATIONS AND LAWSUITS

FTA requires that the Title VI program include a list of transit-related Title VI complaints, investigations, and lawsuits. WYDOT must be informed whenever there is a Title VI complaint. Please note that Equal Employment Opportunity (EEO) and Americans with Disabilities Act (ADA) complaints are not Title VI complaints so do not list them. If the agency is a part of a city, county, or human service agency, only list Title VI complaints, investigations, or lawsuits related to transit service.

5. Since submitting the last grant application to WYDOT, has the agency had any Title VI complaints, investigations, or lawsuits related to your transit program? If yes, please complete the following table.

No

Type	Date	Summary	Status	Action(s) Taken
Complaints				
Investigations				
Lawsuits				

## **PUBLIC PARTICIPATION ELEMENT**

*FTA requires that the Title VI program include a public participation plan that includes an outreach plan to engage minority and Limited English Proficient (LEP) populations. The plan may include other constituencies that are traditionally underserved, such as people with disabilities, low-income populations, and others. Applicants to WYDOT for FTA assistance are required to comply with several requirements that help meet this Title VI requirement. These requirements include the published notice of intent to apply to WYDOT for FTA assistance and participation in the public transit-human services transportation coordinated plan development. Other public participation methods include open Board/council meetings, council meetings of cities and counties that provide local funding, transit/client advisory committees, public involvement efforts for Transit Development Plans (TDPs), passenger surveys, marketing efforts, such as booths at fairs, and presentations to service and other organizations.*

6. Are Board/council meetings open to the public?

Yes

7. How does grantee publicize the dates, times, and locations of Board/council meetings?

Yes

8. Where are Board/council meetings held?

310 W. 19th Street, Cheyenne, WY 82001

9. Is the location accessible to persons with disabilities?

Yes

10. Is transit service available to the location and during the hours of the Board/council meetings? If yes, please describe. If not, does grantee offer transportation to the meetings upon request?

Yes, City Transit

11. What other efforts has the agency made to ensure that transit riders or clients can attend Board/council meetings?

Open, Public Meeting during business hours

12. Does grantee rely on any counties or cities for funding? If yes, please describe how interested parties can comment on your budget and services at city and town council meetings.

N/A, Grantee is County

13. Discuss any other outreach efforts, including transit advisory committees, procedures for soliciting comments for fare increases and service changes, passenger surveys, public involvement for transit development plans, presentations, etc.

County does not have a transit service, transit service in County is operated by City.

#### LIMITED ENGLISH PROFICIENCY (LEP) ELEMENT

FTA requires that the Title VI program include a plan for providing language assistance to LEP persons. An LEP person is someone "who speaks English less than very well," as per US Census Bureau designation. To document what languages are spoken by LEP persons and to help determine what language assistance efforts the grantee should undertake, FTA requires that the grantee analyze the following four factors:

- the number and proportion of LEP persons served or encountered in your service area
- the frequency with which LEP individuals come into contact with your transit service
- the nature and importance of your transit service
- the language assistance resources potentially available to assist LEP persons

By completing this questionnaire, the grantee will have completed the required four-factor analysis.

The primary source data on LEP populations is the U.S. Census. We have provided a table for each grantee to fill with Census data. To look up the 2010 Census data:

- Go to [US Census Fact Finder](#)
- Search each county or city in the service area
- Select 2014 American Community Survey, and click on Selected Social Characteristics (Household and Family Type, Disability, Citizenship, Ancestry, Language, ...
- Scroll down to "language spoken at home"

Please add columns, if needed.

<b>Table 1</b> <b>2010 Census Numbers for LEP Persons Residing within the Service Area</b>					
Population 5 Years and Over by Language Spoken at Home and Ability to Speak English	City/County 1 Laramie County	City/County 2	City/County 3	Total	Percentage of Population 5 Years and Older
Population 5 Years and Over	87,968				98.6%

<p align="center"><b>Table 1</b>  <b>2010 Census Numbers for LEP Persons Residing within the Service Area</b></p>					
<b>Population 5 Years and Over by Language Spoken at Home and Ability to Speak English</b>	<b>City/County 1 Laramie County</b>	<b>City/County 2</b>	<b>City/County 3</b>	<b>Total</b>	<b>Percentage of Population 5 Years and Older</b>
Speak English less than "very well"	21.8%				6.6%
<b>Spanish</b>					
Speak English less than "very well"	18.0%				4.6%
<b>Other Indo-European</b>					
Speak English less than "very well"	19.7%				1.0%
<b>Asian and Pacific Island</b>					
Speak English less than "very well"	42.6%				.09%
<b>All Other</b>					
Speak English less than "very well"	28.8%				.02%

*Survey staff members, including bus drivers, reservationists/dispatchers, customer service agents, and office personnel, to determine the frequency of contact with LEP persons, what languages are spoken by these persons, and the languages they speak and/or understand. Attachment C presents a sample survey form. After conducting the survey, please complete the following table. (All 5311 providers need to complete the survey. 5310 providers not conducting the survey should not complete the table and answer question 14.)*

N/A Laramie County does not operate a transit program

<p align="center"><b>Table 2</b>  <b>Frequency of Contact with LEP Persons</b></p>	
<b>Frequency</b>	<b>Languages Spoken by LEP Persons</b>
Daily	
Weekly	
Monthly	
Less frequently than monthly	

14. If grantee has not completed Table 2, discuss the frequency of contact with LEP persons and the languages spoken by these persons. (5310 only)

N/A

15. Provide a description of your service (type, days and hours) and list the major activity centers served (communities, employers, park and ride lots, government and human service agencies, medical facilities, shopping centers, and recreational facilities).

N/A

16. Discuss trip purpose from passenger surveys or transit development plans, if conducted.

N/A

17. Does staff speak languages other than English? If so, what languages? What percentage of staff speaks another language? Does grantee utilize staff to translate?

N/A

18. Has grantee translated documents into Spanish or another language? If yes, please list the documents and the languages they are translated into.

N/A

19. Does the agency use Google Translate for your web site? If yes, what languages?

N/A

20. What other language assistance efforts is the agency undertaking?

N/A

21. Has the agency made arrangements with other organizations to provide language assistance efforts? If yes, what organizations and what services?

N/A

22. How are LEP persons notified of language assistance services?

N/A

23. Discuss outreach programs, such as travel training, school presentations, and community presentations and if these efforts potentially reach LEP persons.

N/A

24. Describe how language assistance efforts are monitored, evaluated, and updated.

N/A

25. Describe how employees are trained in language assistance efforts.

N/A

26. Please provide an estimate of what language assistance efforts cost the agency annually.

N/A

#### PLANNING AND ADVISORY BOARDS

*FTA requires that the Title VI program present the racial make-up of all transit-related, non-elected planning boards, advisory councils or committees, or similar committees, the membership of which is selected by the recipient, and a description of the efforts to encourage the participation of minorities on such committees.*

27. List all transit-related advisory boards and committees and the purpose of each.

Laramie County Planning Commission

28. How are members selected?

Nominated by County Commissioners after Applications

29. What is the racial makeup of each board and committee?

Dominately Caucasian

30. What efforts are undertaken to encourage participation of minorities on these committees?

Open to everyone, publically advertised.

#### SUBGRANTEES

*FTA requires the Title VI program to include procedures for monitoring subgrantees for compliance with Title VI.*

31. Does grantee provide any FTA funds to any other transit-related agency? If yes, this is a subgrantee. Please list them. How does the agency monitor subgrantees for compliance with Title VI?

No

## **FACILITY LOCATION EQUITY ANALYSIS**

*FTA requires the Title VI program to include procedures for ensuring an equity analysis of facility locations is conducted during the planning for a construction of a new facility. The WYDOT Transit Division ensures compliance with this requirement when providing FTA funding for a new facility.*

**FIXED-ROUTE SYSTEMWIDE SERVICE STANDARDS** Laramie County, Wyoming does not have a Transit program.

*The remaining questions only apply to operators of fixed-route service. Grantees that only provide demand-response service can stop here. Please note that all 5310-provided service and route deviation service are considered demand-response service for the purposes of Title VI.*

*FTA requires operators of fixed-route service to set system wide service standards for each fixed-route mode of service provided and include the standards in the Title VI program. The service standards must address vehicle loads, headways, on-time performance, and service availability.*

32. What types of fixed-route bus service does grantee provide (local, express, commuter)?

N/A

### **Vehicle Load (Capacity) Standards**

33. Has grantee adopted vehicle capacity standards? If yes, what are they?

N/A

34. Does grantee allow standees on buses for each type of service provided? If no, please explain.

N/A

35. Does grantee allow standees on buses for at all times of the day (peak and off-peak)?

N/A

36. Has grantee adopted the manufacturers' capacity standards for seated and standing passengers?

N/A

37. Does grantee regularly have standees on buses? If yes, does grantee have plans to increase the amount of service to reduce the number of standees?

N/A

### Vehicle Headway Standards

38. Has grantee adopted vehicle headway standards? If yes, what are they?

N/A

39. What are the headways for each type of fixed-route service?

N/A

40. Are the headways the same for peak and off-peak hours? If no, discuss the differences.

N/A

41. What are the headways for evening service?

N/A

42. What are the headways for Saturday and Sunday service?

N/A

43. How has grantee set the headways?

N/A

### On-time Performance Standards

44. What is the on-time performance standard(s)?

N/A

45. Has grantee set a system wide goal for on-time performance? If yes, what is the goal?

N/A

46. Does grantee have problems with on-time performance?

N/A

### Service Availability Standards

47. What criteria are used to decide where to locate local fixed-route service?

N/A

48. Does grantee provide general public demand responsive service in areas service by fixed routes? If no, how far from the fixed-routes does grantee provide general public demand-response service?

N/A

49. Discuss spacing of bus stops, if used.

N/A

50. Discuss grantee policy regarding activity centers served (employers, shopping centers, hospitals, clinics, senior housing centers, Rail Runner stations, city halls, etc.)

N/A

**FIXED-ROUTE SYSTEM-WIDE POLICIES** Laramie County, Wyoming does not have a Transit program.

*FTA requires operators of fixed-route service to set system wide policies for each fixed-route mode of service provided and include the policies in the Title VI program. The policies must address distribution of service amenities, such as passenger shelters, and the assignment of buses to garages and routes.*

51. Describe the passenger amenities, such as passenger shelters, benches, and waste receptacles and where are they located?

N/A

52. How does grantee determine where to place each type of passenger amenity?

N/A

53. How does grantee distribute route and schedule information?

N/A

54. What kind of route and schedule information, if any, is provided at bus stops?

N/A

55. Discuss implementation or plans for electronic/passenger information for bus departures and arrivals, if any.

N/A

56. Discuss the number of bus garages/storage locations, how buses are allocated to the different locations? If only one location, respond "N/A".

N/A

57. How are buses assigned to routes?

N/A

**Attachment A**  
**Title VI Notice to the Public**

**Long Title VI Notice in English and Spanish**

**Notifying the Public of Rights under Title VI - English**

- The Wyoming Department of Transportation operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the Civil Rights Act. Any person who believes she or he has been aggrieved by any unlawful discriminatory practice under Title VI may file a complaint with The Wyoming Department of Transportation.
- For more information on the Wyoming Department of Transportation's civil rights program, and the procedures to file a complaint, please call (307) 777-4457, email: [lisa.fresquez@wyo.gov](mailto:lisa.fresquez@wyo.gov); or visit our administrative offices at 5300 Bishop Blvd. Cheyenne, WY 82009. For more information, visit [http://www.dot.state.wy.us/home/business\\_with\\_wydot/civil\\_rights.html](http://www.dot.state.wy.us/home/business_with_wydot/civil_rights.html).
- A complainant may file a complaint directly with the Federal Transit Administration (FTA), Office of Civil Rights, Attention: FTA Region VIII Title VI Program Coordinator, The Byron Building, 1961 Stout St, Suite 13301 Denver, CO 80294; Telephone: (303) 362-2393.

**Notificación al Público de los Derechos Garantizados por Título VI - Español**

- El Departamento de Transporte del estado de Wyoming opera sus programas y servicios, sin distinción de raza, color y origen nacional, según el Título VI de la Ley de Derechos Civiles. Cualquier persona que cree o que ha sido perjudicada por una práctica discriminatoria ilegal bajo el Título VI, puede presentar una queja con el Departamento de Transporte de Wyoming.
- Para obtener más información sobre el programa de derechos civiles del Departamento de Transporte de Wyoming o para obtener más información sobre los procedimientos para presentar una queja, llame al 1-307-777-4457, email: [lisa.fresquez@wyo.gov](mailto:lisa.fresquez@wyo.gov); o visite nuestras oficinas administrativas en 5300 Bishop Blvd. Cheyenne, WY 82009. Para obtener más información, visite [http://www.dot.state.wy.us/home/business\\_with\\_wydot/civil\\_rights.html](http://www.dot.state.wy.us/home/business_with_wydot/civil_rights.html).
- Un demandante puede presentar una queja directamente a la Administración Federal de Tránsito (FTA), Oficina de Derechos Civiles, Atención: FTA Region VIII Title VI Program Coordinator, The Byron Building, 1961 Stout St, Suite 13301 Denver, CO 80294. Teléfono: (303) 362-2393.

**Attachment A**  
**Title VI Notice to the Public**

**Short Title VI Notice in English and Spanish**

WYDOT operates its programs and services without regard to race, color, and national origin in accordance with Title VI of the 1964 Civil Rights Act. To find out more about our nondiscrimination obligations, to file a complaint, or to request this information in another language, please contact us at WYDOT Title VI Coordinator, 5300 Bishop Blvd. Cheyenne, WY 82009; (307) 777-4457; or email: [lisa.fresquez@wyo.gov](mailto:lisa.fresquez@wyo.gov) .

El Departamento de Transporte del estado de Wyoming opera sus programas y servicios, sin distinción de raza, color y origen nacional, según el Título VI de la Ley de Derechos Civiles. Para obtener más información sobre el programa de derechos civiles del Departamento de Transporte de Wyoming o para obtener más información sobre los procedimientos para presentar una queja, llame al WYDOT Title VI Coordinator, 5300 Bishop Blvd. Cheyenne, WY 82009; (307) 777-4457; or email: [lisa.fresquez@wyo.gov](mailto:lisa.fresquez@wyo.gov)

**Attachment B**  
**Title VI Complaint Form and Instructions**

**Title VI Complaint Procedures**

The complaint procedures cover the following:

- Title VI of the Civil Rights Act of 1964
- Section 504 of the Rehabilitation Act of 1973
- Civil Rights Restoration Act of 1973
- Civil Rights Restoration Act of 1987
- Americans with Disabilities Act of 1990
- Executive Order 12898
- Executive Order 13166

Any person believing he or she has been excluded from, denied participation in, denied the benefits of, or otherwise has been subjected to discrimination under any WYDOT service, program or activity (whether Federally funded or not) due to that person's race, color, national origin, gender, age, disability, economic status, or limited English proficiency has the right to file a complaint.

**Title VI Complaint Reporting**

An individual, group of individuals or entity may file a formal Title VI complaint with WYDOT. Complaints shall be submitted to the WYDOT Title VI Coordinator in writing, signed and dated, within 180 days of the alleged discriminatory act (or latest occurrence). The complaint should be submitted to the following address:

Attn: Title VI Coordinator  
Office of Civil Rights  
5300 Bishop Blvd.  
Cheyenne, WY 82009

The complaint should include the name, address, phone number and signature of complainant. The formal complaint should describe the alleged discriminatory act that violates Title VI in detail.

Title VI complaints may also be filed directly with the United States Department of Transportation (USDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), within the 180 day period of the alleged discriminatory act (or latest occurrence).

The Title VI Coordinator will be responsible for notifying the respondent(s) of the complaint within five working days of receipt. A copy of the complaint will also be forwarded to the alleged discriminatory sub-contractor official. The Title VI Coordinator's name and telephone number shall be included.

**Attachment B**  
**Title VI Complaint Form and Instructions**

**Title VI Complaint Investigations**

An investigation by the Title VI Coordinator or an otherwise qualified investigator will be initiated within 15 working days of receipt of the complaint.

The complainant should submit any documentation he/she perceives as relevant to proving his/her complaint.

The respondent will be given the opportunity to respond to all aspects of the complainant's allegations.

The Title VI Coordinator or qualified investigator will determine, based on relevancy or duplication of evidence, which witnesses will be contacted and questioned.

Once the investigation is completed, a final report will be provided to the respondent, the complainant and the appropriate USDOT agency. The final report will include the following:

- The written complaint containing the allegations, basis, and date of filing;
- Summarized statements taken from witnesses;
- Findings of fact;
- Conclusions (based on all evidence in the record) that the complaint is substantiated or unsubstantiated;
- Action(s) the respondent must take to correct deficiencies and to ensure Title VI compliance (if applicable);
- If corrective action(s) is required the respondent will be given thirty calendar days to inform the Title VI Officer of the actions taken for compliance;
- The respondent may implement corrective actions after the initial thirty calendar days with projected time period(s) in which those actions are scheduled to be completed. All corrective actions must be implemented within sixty calendar days;
- If the corrective action(s) have not been completed within the initial thirty day time period allowed, the respondent will be found to be in noncompliance with Title VI and implementing rules and regulations, and a referral will be made to WYDOT for further action in regards to noncompliance.

The complainant and respondent shall be notified of all appeal rights pursuant to 49 CFR 21.

**Title VI Complaints Log**

The WYDOT Title VI Coordinator shall maintain a log of Title VI complaints received. The log shall include the date the complaint was filed, a summary of the allegations, the status of the complaint, and actions taken in response to the complaint.



A NEW WAY TO SIGN IN - If you already have a SAM account, use your **SAM email** for login.gov.

Log In

[Login.gov FAQs](#)

ALERT: SAM.gov will be down for scheduled maintenance Saturday, 08/17/2019, from 8:00 AM to 3:00 PM (EDT).

ALERT: Due to increased volume and additional security requirements, a high number of entity registrations are pending CAGE review. Processing time currently exceeds the normal window of ten business days. Some users may experience processing delays of up to four weeks. Respond promptly if you are contacted by a CAGE Technician for additional information. Contact the [DLA Customer Interaction Center](#) with urgent questions about a registration pending CAGE review.

## Entity Dashboard

Entity Overview

Entity Registration

Core Data

Assertions

Reps & Certs

POCs

Exclusions

Active Exclusions

Inactive Exclusions

Excluded Family Members

[RETURN TO SEARCH](#)

LARAMIE COUNTY, WYOMING

DUNS: 197732709 CAGE Code: 398U8

Status: Active

Expiration Date: 06/11/2020

Purpose of Registration: Federal Assistance Awards Only

310 W 19TH ST STE 1200

CHEYENNE, WY, 82001-4449

UNITED STATES

### Review Core Data

Current Record

[VIEW HISTORICAL RECORD](#)

DUNS Number:

197732709

D&B Legal Business Name:

LARAMIE COUNTY, WYOMING

Doing Business As:

(none)

### Business & TIN Information:

#### Business Information:

Business Start Date: 01/01/1890

Fiscal Year End Close Date: 06/30

Company Division Name: Laramie County

Company Division Number:

Corporate URL:

Congressional District: WY 00

Initial Registration Date: 05/18/2005

Submission Date: 06/12/2019

Activation Date: 06/12/2019

Expiration Date: 06/11/2020

#### Physical Address:

Address Line 1: 310 W 19TH ST STE 1200

City: CHEYENNE

State/Province: WY

Country: UNITED STATES

ZIP/Postal Code: 82001 - 4449

#### Mailing Address:

Address Line 1: 310 W. 19th Street

Address Line 2: Suite 300

City: CHEYENNE

State/Province: WY

Country: UNITED STATES

ZIP/Postal Code: 82001 - 4449

**CAGE/NCAGE Code**

CAGE: 398U8

**General Information**

Doing Business As: (none)

Country of Incorporation:

State of Incorporation:

Correspondence Flag:

**Business Types**

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the [SBA's Dynamic Small Business Search](#) if the entity completed the SBA Supplemental Pages during registration.

**Government Type**

U.S. Local Government

County

**Entity Structure**

U.S. Government Entity

**Entity Type**

US Local Government

**Purpose of Registration**

Federal Assistance Awards

**Other Governmental Entities**

Council of Governments

**Financial Information**

Do you accept credit cards as a method of payment? No

**Account Details:**

CAGE Code: 398U8

**Electronic Funds Transfer:****Automated Clearing House (ACH):****Executive Compensation Questions**

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

**Proceedings Questions**

Registrants in the System for Award Management (SAM) respond to proceedings questions in accordance with FAR 52.209-7, FAR 52.209-9, or 2.C.F.R. 200 Appendix XII. Their responses are not displayed in SAM. They are sent to FAPIS.gov for display as applicable. Maintaining an active registration in SAM demonstrates the registrant responded to the proceedings questions.

**SAM Search Authorization**

I authorize my entity's non-sensitive information to be displayed in SAM public search results: Yes



IBM-P-20190627-1414

WWW5

<a href="#">Search Records</a>	<a href="#">Disclaimers</a>	<a href="#">FAPIS.gov</a>
<a href="#">Data Access</a>	<a href="#">Accessibility</a>	<a href="#">GSA.gov/IAE</a>
<a href="#">Check Status</a>	<a href="#">Privacy Policy</a>	<a href="#">GSA.gov</a>
<a href="#">About</a>		<a href="#">USA.gov</a>
<a href="#">Help</a>		

This is a U.S. General Services Administration Federal Government computer system that is "FOR OFFICIAL USE ONLY." This system is subject to monitoring. Individuals found performing unauthorized activities are subject to disciplinary action including criminal prosecution.



Mark Gordon  
Governor

# WYOMING Department of Transportation

"Providing a safe, high quality, and efficient transportation system"

5300 Bishop Boulevard, Cheyenne, Wyoming 82009-3340



K. Luke Reiner  
Director

July 1, 2019

RE: **Congestion Mitigation/Air Quality Program (CMAQ), Important Information and Dates**

Dear CMAQ Applicant,

Thank you for your interest in applying for CMAQ funding through the Wyoming Department of Transportation (WYDOT). You will have from July 1, 2019 until August 15, 2018 to complete your application (a downloadable version is linked at the bottom of this letter). Once you have opened the link, each item can be downloaded as a Word or Excel file and saved to your computer. Any application sent (via email) after the August 15, 2018 deadline or an incomplete application, may not be considered for funding. If you would like to have your application reviewed for completeness, please submit it to [wydot.lgc@wyo.gov](mailto:wydot.lgc@wyo.gov) by July 29th. Application will be reviewed in the order in which they are received.

The proposed time frame for FY2018 CMAQ funding is as follows:

- July 1, 2019– Applications available;
- August 15, 2019 – Applications due;
- September 2019 – CMAQ Advisory Committee meeting;
- November 2019 – Recommended projects presented to the Wyoming Transportation Commission;
- November 2019 – Notice of award sent to project sponsor;
- December 2019 – Agreements sent to project sponsor.

Please note that these dates are accurate only if the Sponsor has satisfactorily completed the WYDOT LPA certification.

CMAQ funding is competitively selected. Therefore, there is no guarantee that your project will receive funding and some projects may receive partial funding. Any funds that are related to the CMAQ project and are spent prior to a written notice to proceed on a project will be the responsibility of the project sponsor and will NOT be reimbursed by WYDOT. In addition, spending funds prior to authorization may make some or all future expenditures on the project ineligible for reimbursement. A draft copy of the proposed cooperative agreement with WYDOT is included with this correspondence. Please review and familiarize yourself with the requirements included in the agreement. The inclusion of this document does NOT guarantee funding.

If you should have any questions please feel free to call (307) 777-4179 or send an email to [wydot.lgc@wyo.gov](mailto:wydot.lgc@wyo.gov).

Sincerely,

Janelle R. Leonard  
Local Programs Specialist  
Wyoming Department of Transportation  
Attachments: [Application for CMAQ Funding - FY20](#)