

To: Joe Neeb, City Manager, City of Laredo
Ramon Chavez, Assistant City Manager, City of Laredo

From: Melisa Montemayor, Principal in Charge & WC-CL RMA Program Manager, LJA Engineering
Jason Rodriguez, PM for WC-CL RMA SS4A Grant Projects, LJA Engineering

Date: May 28, 2025

Re: U.S. DOT Safe Streets and Roads for all Grant Application from the WC-CL RMA for project implementation as recommended in the Vision Zero Webb Laredo Comprehensive Safety Action Plan

This memo serves as additional background on the SS4A grant program's local match of 20%.

According to the U.S. Department of Transportation website <https://www.transportation.gov/grants/ss4a/match>, the following explanation applies to the grant timeline:

"Timing of Match or Cost Share: SS4A's 20 percent match requirement must be met by the end of the period of performance. The Recipient must clearly document eligible costs and/or in-kind contributions toward the non-Federal share. For each reimbursement request, Recipients should show that at least 20 percent of the incurred costs count toward the match. Alternatively, recipients may vary the non-Federal match percentage for reimbursement requests over the life of the project. However, if a recipient chooses this option, it must communicate its plan to USDOT and track match according to the plan."

Therefore, the RMA anticipates the following:

- The RMA would be the grant recipient, and would front the payments, to be reimbursed by FHWA, the City, and TxDOT
 - To be defined by formal agreement once we confirm receiving the grant (estimated February 2026)
- Both the City and TxDOT's portions of the local match would need to be available for **reimbursement to the RMA within Fiscal Years 2028-2030**
- The RMA's portion of the match would be available in earlier years to get started as soon as possible