

## **2026 (G26) Grants and Cooperative Agreements Program City of Needles's Preliminary Application Comments**

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Comments submitted by the Department of Parks and Recreation (Department) Off-Highway Motor Vehicle Recreation (OHMVR) Division to individual Grant Applicants should in no way be construed as a guarantee of successful results for the Applicant within the competitive Grants process or a commitment of funding. Additionally, the lack of comments by the OHMVR Division to any specific Applicant does not ensure successful results for the Applicant within the competitive Grant process or a commitment of funding.

Failure by the Applicant to respond to any OHMVR Division comment of their preliminary Application may be cause for eliminating that item from the Applicant's final Application.

All final Applications will be reviewed by the OHMVR Division. The OHMVR Division may, at its sole discretion, decrease the requested amount and eliminate activities pursuant with regulation Section 4970.07.2 (f)(1-5) and for Law Enforcement Projects, regulation Section 4970.15.3(b)(1-5).

If multiple proposed Projects are requesting funding for the same deliverable, and multiple projects are successful, only one project will receive funding for the deliverable.

For proposed Projects requesting Grant funding for snow and/or winter activities. Applicants must ensure the activities and/or Equipment/Heavy Equipment/Trailer requested are not and/or cannot be funded by the Department's Winter Program (commonly referred to as the Snow Grooming Program).

For proposed Projects requesting Grant funding for the maintenance of roads and/or trails, note that only roads and/or trails that allow "green sticker" Off-Highway Vehicles are allowed to receive Grant funding.

Applicants are reminded that no Grant funds and/or match can be expended, or Project activities conducted in any land owned or managed by the Department except as allowed in the Grants and Cooperative Agreements Program regulations section 4970.09 (b)(11).

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### **General Evaluation Criteria:**

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### **Development: G26-03-22-D01**

#### **Project Description – Background**

- Applicant shall move the last two paragraphs to the Project Description section.

## **Project Description – Project Description**

- Applicant is reminded of Division Regulation 4970.10.2(e)(2), “If the facility is not used for the purpose of OHV Recreation for a period of 25 years following the completion of the Project, the OHMVR Division may seek reimbursement of the Grant amount on a prorated basis, to the extent allowable by law.” Applicant must verify that they understand the Regulation and will notify the Division in the event they wish to not proceed with the proposed Project.
- Applicant must clarify if the staging area will also be utilized for rodeo events. In addition, Applicant must clarify how many acres the parking lot is. Furthermore, Applicant must revise “Paved trailer parking area with designated and...” as it is unclear what is designated.
- Applicant must clarify which trail head is being referenced and what trails are in the surrounding area. In addition, Applicant must clarify if the signage is specific to OHV. Lastly, Applicant must clarify what “minimal planter area” means.
- Applicant shall spell out what “WQMP” means.

## **Project Description – List of Project Deliverables**

- #1 – Applicant shall revise the deliverable to include discussions related to the parking lot. In addition, Applicant must clarify the size of the new planned parking area. Lastly, Applicant shall remove activities that do not pertain to the corresponding Project deliverable title such as “staff timekeeping”.
- #3 – The activities listed are not a unique Development deliverable. Applicant must remove this Project deliverable.

## **Project Description – All Others**

- The location(s) of existing OHV Opportunities – Applicant must elaborate on the trail networks within the Project Area.

## **Project Cost Estimate**

- Staff #1 “Project & Grant Administration” – Applicant must provide the staff members role, duties and/or activities to be performed on the Project. In addition, rate appears excessive, Applicant must further define how the rate was determined.
- Staff #2 “Match” – Applicant must provide the staff members role, duties and/or activities to be performed on the Project. In addition, rate appears excessive, Applicant must revise the QTY and Rate to further support the staff time.
- Contracts #1 “Contract Project Mobilization/SWPPP Plan” – Applicant must clarify what SWPPP stands for. In addition, Applicant must clarify what ‘survey and construction staking’ entails. Furthermore, “construction signage” is considered an indirect cost. Applicant must move the language and costs associated to the Indirect Cost category. Lastly, Applicant must clarify the kind of fencing that is being included in this contract.

- Contracts #2 “Contractor Earthwork (Grading/Bioswale)” – The proposed cost appears excessive. Applicant must provide details for how the cost was determined and attach a copy of the supporting contract quote to the final Application submission. In addition, Applicant must clarify why grading is necessary if the parking lot already exists.
- Contracts #3 “Engineering (Final Concept Plan/Bid)” – Applicant must clarify the need for this activity, as it appears to be a part of the pre-planning process.
- Contracts #4 “Contract Ext. Improvements (Hardscape)” – The proposed cost appears excessive. Applicant must provide details for how the cost was determined and attach a copy of the supporting contract quote to the final Application submission. In addition, “redwood headers for planters” is considered an indirect expense Applicant must move this language and the costs associated to the Indirect Cost category.
- Materials / Supplies #1 “Signage (Entry, OHMV Kiosk Sign, ADA)” – “ADA and tow away signage” are considered an indirect expense. Applicant must move this language and the costs associated to the Indirect Cost category. In addition, Applicant must provide the methodology for entry signage and kiosk as cost appears excessive.
- Materials / Supplies #2 “Exterior Improvements” – Cost appears excessive. Applicant must provide the QTY of boulders being requested and the methodology to justify the cost. In addition, Applicant must clarify what “exterior improvements” means in relation to this Project. Lastly, boulders appear to be an indirect expense. Applicant must provide additional details to support the line item.
- Equipment Purchases #1 “Prefabricated Vault Bathroom Kit” – Cost appears excessive. Applicant must clarify the type of toilet being requested and if this shall be completed via contract.
- Others #1 “Project Contingency” – Line item is not an eligible cost. Applicant must remove the line item and the costs associated.
- Others #2 “City Building Permit Fees” – Applicant must clarify what “planning approval of the proposed project” entails, as it is unclear if this Project is ready to be started upon the time of funding.
- Others #3 “City water service installation” – Applicant must clarify the need for the water installation (i.e., toilet, sink). In addition, Applicant must clarify if this service is being completed with a contracted company.
- Indirect Costs #1 “Public Works Director – Const. Oversight” – QTY of hours and rate appear excessive. Applicant must provide the methodology to support the cost.
- Indirect Costs #2 “City Manager – Community Engagement” – Line item is not an eligible cost. Applicant must remove the line item and the costs associated.
- Indirect Costs #3 “Utility Manager – Grant Management” – Line items appears duplicative of Staff #1 “Project & Grant Administration”. Applicant must clarify the duties and ensure there is no overlap. In addition, the hourly rate appears excessive, Applicant must clarify how the rate was determined.
- Indirect Costs #4 “Building Official – Building oversight” – QTY of hours and rate appear excessive. Applicant must clarify how the QTY and rate was determined.