

# Request for Board of Commissioners' Action

From: Faye Hughes, County Administrator Date: April 12, 2017

Subject: Georgia Unified Certification Program Item Number: VIII-D

Russell R. McMurry, P.E., Commissioner



**GEORGIA DEPARTMENT OF TRANSPORTATION**

One Georgia Center, 600 West Peachtree Street, NW  
Atlanta, Georgia 30308  
Telephone: (404) 631-1000

March 24, 2017

Faye Hughes, County Administrator  
**Cook County Board of Commissioners**  
1200 South Hutchinson Avenue  
Adel, Georgia 31620

**RE: Georgia Unified Certification Program  
MOU for U.S. DOT Recipients**

Greetings:

Enclosed please find an updated Memorandum of Understanding (MOU) regarding your organization's participation in the Georgia Unified Certification Program (UCP). This document has been drafted to mimic the original document that was entered into between the Georgia UCP and your organization in or around 2002.

Though the MOU has been updated to recognize that time has elapsed since the first UCP was created, the Parties agreement and responsibilities remain the same and the substantive language of the MOU remains essentially unchanged from the original.

Once you have signed the document please make a copy for your records and return the original to my attention. We will maintain your MOU with other members of the Georgia UCP.

Please feel free to contact me if you have questions or require clarification in this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "K.A. King", is written over a horizontal line.

Kimberly A. King, Director  
Equal Employment Opportunity Office  
Georgia Department of Transportation

**MEMORANDUM OF UNDERSTANDING  
BETWEEN THE  
THE GEORGIA DEPARTMENT OF TRANSPORTATION,  
And Cook County Board of Commissioners**

This Memorandum of Understanding documents the participation of U.S. DOT Recipients and in certain instances, funding arrangements for the continued implementation and operation of the Unified Certification Program (UCP) in the State of Georgia.

**PREAMBLE**

WHEREAS, the Georgia Department of Transportation (GDOT), an agency of the State of Georgia, has undertaken a Unified Certification Program to certify all Disadvantaged Business Enterprises in the State of Georgia with the cooperation of The Metropolitan Atlanta Rapid Transit Authority (MARTA)

WHEREAS, the initial assessment involved compiling information and developing tools regarding the development of a UCP in the State of Georgia; and

WHEREAS, this MOU establishes the certification procedures for Disadvantaged Business Enterprises participating in federally funded projects; and

WHEREAS, the Georgia Department of Transportation has been and continues to be the Lead Agency for the Unified Certification Program and has accepted the responsibility for the statewide certification program, and;

WHEREAS, the State of Georgia Unified Certification Program is consistent with the laws, rules and regulations of Title VI of the 1964 Civil Rights Act and 49 Code of Federal Regulation, Parts 23 and 26 and,

WHEREAS, the U.S. DOT Recipients have a mission to:

1. Coordinate and participate in the certification review processes that affect socially and economically disadvantaged businesses.
2. Promote and maintain a UCP directory of socially and economically disadvantaged businesses.

Now, therefore, in consideration of the mutual promises and covenants herein contained, it is hereby agreed by and between the parties:

## 1) PURPOSE

- a) This Memorandum of Understanding outlines the scope of work including any obligations and responsibilities.
- b) GDOT, FHWA, MARTA, FAA, FTA and other recipients will have access to all work completed as part of the Unified Certification Program.

## 2. SUPPORTIVE SERVICES FOR THE UNIFIED CERTIFICATION PROGRAM:

- a) All of the signatory parties have consulted and agreed on services required to complete the work described in the certification procedures and processes prior to the work beginning.
- b) All of the signatory parties agree to consult on the use of services for work described in the certification procedure and process provided that all services will be used for documentation and dissemination of the information on Disadvantaged Business Enterprises.

This agreement is entered into, by and between the Georgia Department of Transportation and **Cook County Board of Commissioners**. This agreement will take effect at the time of approval by all entities.

The signatory parties mutually agree to consult regarding any amendments or issues to be addressed. This agreement may be modified by written mutual consent of the signatory parties.

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Russell McMurry, P.E., Commissioner  
Georgia Department of Transportation  
600 West Peachtree Street, N.W.  
Atlanta, Georgia 30308

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Date

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Faye Hughes, County Administrator  
**Cook County Board of Commissioners**  
1200 South Hutchinson Avenue  
Adel, Georgia 31620

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Date