



REQUEST FOR PROPOSAL

FOR

TOWN OF WEST HARTFORD

**PLANNING AND ENGINEERING
SERVICES FOR VULNERABLE ROAD
USER SAFETY PROJECTS**

RFP #260046

**Bid Submission Due Date:
July 9, 2026 at 2:00PM EST**

INFORMATION

TOWN OF WEST HARTFORD
PLANNING AND ENGINEERING SERVICES FOR
VULNERABLE ROAD USER SAFETY PROJECTS
RFP# 260046

PROJECT MANAGER

PARKER SORENSON, PE
CIVIL ENGINEER II

JULIO DUARTE
ASSISTANT SUPERINTENDENT FOR ADMINISTRATION
WEST HARTFORD PUBLIC SCHOOLS

ALL QUESTIONS TO

PURCHASING SERVICES
TARA CUMMINS
PURCHASING AGENT

All questions must be submitted in writing and mailed to the Purchasing Office, emailed to procurement@westhartfordct.gov, by June 30, 2026. **Do not call the Project Manager, Engineering Division, School District or Purchasing Office with questions.**



BIDDER RESPONSE FORM

**PLEASE COMPLETE THE FOLLOWING INFORMATION.
FAILURE TO RESPOND TO ALL ITEMS MAY RESULT IN THE REJECTION OF YOUR RESPONSE.**

Vendor Name		Trade Name <i>if applicable</i>	
Address			
Phone #		Email Address	
Contact Person		Tax ID#	
Number of years in business:	Bid#	Project Name:	
BOND INFORMATION <i>if applicable</i>			
Bid Surety - 10%	Bond Attached (yes/no)	Cashier Check Attached (yes/no)	
Cost of Performance Bond included in base bid (if applicable)		\$ Per thousand	

STATUS OF THE BUSINESS AND ITS CURRENT STANDING WITH THE SECRETARY OF STATE'S OFFICE

Connecticut Businesses	Yes	No
Are all required filings current with the Secretary of State and will the Secretary of State be able to issue a Certificate of Legal Existence?	<input type="checkbox"/>	<input type="checkbox"/>
Out of State (foreign) Businesses	Yes	No
Have you filed a Certificate of Authority / Application of Registration with the Connecticut Secretary of State? If so, submit a copy of your filing with your response. If not, submit a copy of your Certificate of Good Standing from your state of incorporation.	<input type="checkbox"/>	<input type="checkbox"/>

DAS CONTRACTOR PREQUALIFICATION *if applicable*

(required for construction / infrastructure projects only) (non-highway construction projects >\$1,000,000)

Circle one

DAS prequalified? (yes/ no)	Certificate attached (yes/no)	Update Statement attached (yes/no)		
You certify that there has been no substantial change in your financial position or corporate structure since your most recent prequalification certificate was issued or renewed, other than those changes noted in the update statement (attached).			Yes <input type="checkbox"/>	No <input type="checkbox"/>

List up to six past contracts of this type/size your firm has completed within the last three (3) years

Project	Date	Contact Person	Phone No.

ORGANIZATIONAL STRUCTURE OF BUSINESS ENTITY (select one)

<input type="checkbox"/>	Limited partnership (LP)	<input type="checkbox"/>	General partnership (GP)
<input type="checkbox"/>	Limited liability corporation (LLC)	<input type="checkbox"/>	Limited liability partnership (LLP)
<input type="checkbox"/>	Corporation	<input type="checkbox"/>	Individual doing business under a trade name (sole proprietor)

BUSINESS AFFILIATIONS *if applicable*

Indicate the principal place of business of the parent company and the name of agent for service.

Is your local organization an affiliate of a Parent company?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
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Parent Company Business Name					
Address					
City		State		Zip	
Name of Agent					

List all Affiliated Businesses *if applicable* (attach additional sheets as necessary):

Business Name	Address	Ownership Interest %

SCHEDULE OF BIDS

BASE BID NO. 1 For furnishing all labor, materials, equipment and all else whatsoever necessary to perform all work described in the Contract Bidding Documents for _____ BID # _____
(project name)

FOR THE LUMP SUM OF _____
(written)
DOLLARS (\$ _____)

ALTERNATE BID (if applicable)
FOR THE LUMP SUM OF _____
(written)
DOLLARS (\$ _____)

UNIT PRICING (if applicable)

CERTIFICATION

The Undersigned hereby certifies that they are the only duly authorized representative/agent of the vendor and have the authority to sign this form and make these certifications on behalf of the vendor.

Vendor acknowledges receipt of all bidding documents and addenda, if applicable during the bidding period, issued during the bidding period and understands that they are a part of the bidding documents.

The undersigned hereby declares that they are thoroughly familiar with the specifications, the various sites, the Town's requirements, and the objectives for each element of the project item or service and understands that in signing this proposal all right to plead any misunderstanding regarding the same is waived. The undersigned further understands and agrees that they will furnish and provide all the necessary material, machinery, implements, tools, labor, services, and other items of whatever nature, and to do and perform all the work necessary under the aforesaid conditions, to carry out the term of the agreement and to accept in full compensation therefore the amount agreed to by the vendor and the Town of West Hartford.

The undersigned further declares that these bidding documents are made without any connection with any other person or persons making any proposal for the same work and made without collusion or fraud; that no person acting for or employed by the Town of West Hartford is directly or indirectly interested therein, or in the supplies or works to which it relates, or will receive any part of the profit or any commission there from in any manner which is unethical or contrary to the best interest of said Town of West Hartford.

The undersigned additionally declares that they are not debarred or suspended, or otherwise excluded from, or ineligible for, participation in Town of West Hartford, State of Connecticut or federally funded projects. The vendor agrees that by affixing their signature to this request for bids, the authorized signatory grants approval to the Town of West Hartford to obtain third party credit reports for the purposes of assessing the financial capacity of the business entity tendering such bid to the Town

The undersigned certifies under penalty of false statement that the information provided in this response is true.

Submitted by <i>(Signature)</i>		
Printed name and title		Date

(Authorized Agent of Company)

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1.04 INTRODUCTION

The Town of West Hartford (“Town”) requests proposals from qualified planning and engineering consultants to provide planning and engineering services to support the Town’s implementation of components of the Safe Streets and Roads for All (SS4A) grant received from the Federal Highway Administration (FHWA) for a Vulnerable User Safety Program. This Request for Proposals (RFP) excludes services related to Automated Red-Light Enforcement, which are funded under the same SS4A grant but are being completed under a separate contract.

The Vulnerable User Safety Program will complement the Town’s Vision Zero efforts under the Vision Zero Action Plan, which was adopted by Town Council in February 2024 ([Link - https://resources.finalsite.net/images/v1711987172/westhartfordctgov/cscftehvmv1osesgz8cp/WHVZActionPlan_FINAL.pdf](https://resources.finalsite.net/images/v1711987172/westhartfordctgov/cscftehvmv1osesgz8cp/WHVZActionPlan_FINAL.pdf)). The project will be conducted in close coordination with West Hartford Public Schools which will co-manage the project as it relates to school-specific Safe Routes to School (SRTS) planning and recommendations near West Hartford’s 16 public schools.

The selected consultant (“Consultant”) shall include an array of technical expertise to be able to adequately respond to the range of services requested in this RFP.

The Town of West Hartford will award the contract to the bidder whose proposal will provide the *best value* to the Town, as determined by the award criteria defined in this Request for Proposal and subject to the Town's right to reject any and/or all proposals.

The contract pursuant to this solicitation shall be executed within six (6) months from the date of award.

1.05 SCOPE OF WORK

Task 1: Project Management

Project Kick-off Meeting – The Consultant will conduct an in-person kick-off meeting with town staff. The Consultant shall prepare a meeting agenda a minimum of seven (7) days prior to the meeting. The Consultant shall include a data request list with the agenda to allow the Town to compile and provide this information prior to the meeting. The Consultant shall provide a meeting summary with action item bullets no later than five (5) days following the meeting.

Virtual Progress Meetings – The Consultant will conduct bi-weekly virtual progress meetings with town staff throughout the duration of the project. The Consultant shall prepare a meeting agenda a minimum of two (2) days prior to the meeting. The Consultant shall provide a meeting summary with action item bullets no later than five (5) days following the meeting.

Public Involvement Plan - The Consultant will prepare a Public Involvement Plan (PIP) consistent with NEPA requirements. The Consultant shall confirm any requirements for public involvement per NEPA requirements including Limited English Proficiency (LEP) populations. Preliminary review of CTDOT Title VI mapping indicates Spanish support during public involvement process will likely be needed.

Task 1 Deliverables:

- Kick-off Meeting Agenda (Word)
- Kick-off Meeting Summary (Word)
- Virtual Progress Meetings – Agendas (Word)
- Virtual Progress Meetings – Summaries (Word)
- Public Involvement Plan (PDF / Word)

Task 2: Road Safety Audits (RSAs)

The Consultant will conduct four (4) in-field Road Safety Audits (RSAs) on the following corridors:

- South/North Main Street (Webster Hill Boulevard to Loomis Drive)
 - Between Memorial Road and Brace Road (West Hartford Center), the RSA will contemplate long-term changes as suggested by the Infrastructure Master Plan for West Hartford Center (Link - https://resources.finalseite.net/images/v1773761268/westhartfordctgov/zneyruu2th r2kcytzzjn/WEHA_MASTER_PLAN.pdf).
 - Any recommendations for a roundabout(s) should be verified to ensure best practices of design may be achievable including both horizontal and vertical alignment.
 - Roadway reconfiguration, intersection modifications, and lane rearrangements should be verified with traffic evaluation as part of Task 3.
- Farmington Avenue (Westland Avenue to Whiting Lane)
 - Between Walden Street and Main Street (West Hartford Center), Farmington Avenue is currently in construction implementing recommendations of the West Hartford Infrastructure Plan. In this location the Consultant may still suggest short-term improvements that could be implemented that are compatible with the recent modifications.
 - At Main Street, the RSA will contemplate long-term changes as suggested by the Infrastructure Master Plan for West Hartford Center. Any recommendations for a roundabout(s) should be verified to ensure best practices of design may be achievable including both horizontal and vertical alignment.

- Between Main Street and Trout Brook Drive, the Town has received a Community Connectivity Grant to install a two-way separated bicycle lane on the north side of Farmington Avenue scheduled for construction in late 2026.
- Roadway reconfiguration, intersection modifications, and lane rearrangements should be verified with traffic evaluation as part of Task 3.
- North Main Street (Asylum Avenue to Huron Drive)
 - This study area is in the vicinity of CTDOT Project 0155-0176, “Intersection Improvements at Bishops Corner”. The RSA will not be required to contemplate long-term substantial changes in the area of this project, but instead reference and coordinate with reconstruction plans in this area. Minor recommendations for safety improvements to the DOT project area could be considered.
- New Britain Avenue (Mayflower Street to Hartford City Line)
 - The RSA should review and consider recommendations for the corridor from a CRCOG traffic study in 2025.
 - The RSA should review and consider opportunities to include trail connections as part of the “Tri-Point Greenway” connecting Trout Brook Trail, CTfastrak Trail and South Branch Trail.

Each RSA will be an interactive review of existing conditions in the field and include stakeholders from the Town, state (e.g. CTDOT Safe Routes to School, Watch for Me CT, UConn T2 Center, as applicable), and members of the public. The RSAs are intended as a mechanism to evaluate safety concerns of specific areas. This task includes three components:

- 1) Pre-Audit virtual meeting prior to each RSA which includes facts and figures of the RSA study area and potential infrastructure examples relevant to the area. The Pre-Audit will include Consultant development of a presentation, agenda, and notes.
- 2) The RSA in-person field audit. The Consultant shall provide printed materials for all RSA participants to reference in the field (the “RSA field-audit packet”). The Consultant will provide up to three (3) staff members to attend both the pre-audit virtual meeting and the in-person field audit to facilitate conversation with RSA participants. To maintain effectiveness from the Consultant team in the field, the number of stakeholders will be limited (approx.15).
- 3) A public PDF RSA report to include the following:
 - a. Representative photos and figures throughout the report demonstrating existing conditions and potential recommendations
 - b. Summary of existing conditions and findings by location
 - c. Short, medium, and long-term recommendations separated by each location and included in a summary matrix and map format
 - d. Up to one (1) scaled, graphically annotated concept per corridor to demonstrate recommended safety improvements. Each concept will be limited to a single intersection and it’s approaches (generally +/- 500’ on the artery, +/- 250’ on the side street) or similar.
 - e. Appendix materials including all pre-audit materials, the RSA field-audit packet and any supporting materials (such as traffic counts)

This task includes up to one (1) round of review for pre-audit and field audit materials from the Town. The task includes up to two (2) rounds of review on the RSA report (one round from town staff, and a second round from all RSA participants).

Task 2 Deliverables:

- Pre-RSA Presentation (PDF / PPT)
- Pre-RSA Agenda and Notes (PDF / Word)
- RSA Field Packet (PDF / PPT and printed, for all RSA participants)
- RSA Report First Draft (PDF / Word)
- RSA Report Second Draft (PDF / Word)

- RSA Report Final (PDF / Word)

Task 3: West Hartford Center Traffic Study

The Consultant will conduct a traffic study to verify the final proposed condition in Task 2 – Road Safety Audit - for AM, PM, and Weekend Peak periods in Synchro for signalized intersections in the area of West Hartford Center. The traffic study will include the following intersections:

- South Main Street at Ellsworth Road
- South Main Street at Memorial Road
- South Main Street at Webster Library Crosswalk
- South/North Main Street at Farmington Avenue
- North Main Street at Brace Road
- Farmington Avenue at Walden Street
- Farmington Avenue at LaSalle Road
- Farmington Avenue at Mid-Block Crosswalk
- Farmington Avenue at Raymond Road
- Trout Brook Drive at Farmington Avenue

The Town will provide a Synchro file with existing conditions for the study area including all traffic volumes for all intersections. The Town will also provide additional Synchro files developed by Stantec during the development of the West Hartford Infrastructure Master Plan which includes a cursory review of several proposed alternatives.

Task 3 Deliverables:

- Synchro files for proposed condition for all evaluated time periods (AM, PM, SAT)
- Synchro PDF Report for all evaluated time periods
- Synchro summary Excel Sheet showing key performance metrics (LOS, Delay, 50th/95th Queue, v/c etc.)

Task 4: Safe Routes to Schools (SRTS) Reports

The Consultant will complete Safe Routes to School (SRTS) reports for the Town. This should be formatted as a single standalone district-wide report covering non-location specific recommendations such as programming recommendations, as well as school-specific infrastructure-focused recommendations for each of the sixteen (16) public K-12 schools. The Consultant will complete the first draft of the district-wide report prior to each school-specific report to assist in programming conversations from specific school locations. The district-wide report should then be finalized at the conclusion of the school-specific SRTS reports to incorporate any additional findings.

The SRTS reports will be similar to RSAs but be abbreviated in nature. The primary focus is on vulnerable user access to and from school campuses but could include other modes if safety issues are identified (for example, parents may drop children off across a street, requiring the student to cross the road. Modifying drop-off zones may facilitate safer school access). SRTS may address safety concerns directly adjacent to the school or any other safety concern for students walking to the school in other locations. SRTS participants will include Engineering, the School District, administration from each school, PTOs/PTAs, CTDOT Safe Routes to School (as applicable), and parent and/or student representatives.

SRTS Meetings and Engagement – The Consultant will conduct various meetings and engagement throughout the development of the SRTS reports to engage stakeholders and members of the public. This task should include the following:

- School Board Meetings (3) - The Consultant will participate in-person in up to three (3) School Board meetings or similar meetings. The Consultant will provide presentation content for this meeting as needed.
- Pre-Site Visit In-Person Leadership Meeting (1) - The Consultant will participate in the district-wide “Leadership Meeting” to introduce the project to school staffing across the district. The Consultant will provide presentation content for this meeting as needed.
- Pre-Site Visit Virtual Meeting (4) – The Consultant will organize and lead up to four (4) pre-site visit virtual meetings which will include any SRTS stakeholder (school administrators, School Transportation Office, School Security Office, PTA, teachers, students, parents, police, emergency responders, Public Works staff, and pedestrian and bicycle advisory/advocacy groups). The Pre-Site Visit Virtual Meetings will cover the SRTS program, the draft findings of the district-wide SRTS report, school specific study areas and roll-out the online survey to SRTS stakeholders. The platform shall be capable of public viewing with audience features (e.g. preventing unmuting and camera access, Q&A / Chat features etc.). The Pre-Site Visit Virtual Meetings will be held with multiple schools for project efficiency:
 - Elementary Schools Group A (3 Schools)
 - Elementary Schools Group B (4 Schools)
 - Elementary Schools Group C (4 Schools)
 - Middle and High Schools (5 Schools)
- Pre-Site Visit Stakeholder Online Survey (1) - The Consultant will develop and deploy an online survey to all SRTS stakeholders and the public prior to school site visits. This will be conducted to allow maximum participation into the SRTS process which will not be possible with a large group of participants in the field. The Consultant shall provide analysis summary of the online survey in the school-specific SRTS reports. At minimum, the survey will allow for:
 - Documentation
 - Public Outreach
 - Review and comment on district-wide SRTS recommendations
 - Mapping interface to provide comment on existing school-specific infrastructure and suggested school-specific infrastructure

District-Wide SRTS Report (1) – The Consultant will prepare a district-wide SRTS report which will include the following:

- Recommendations for programming changes defined for each of the Elementary, Middle, and High School levels, including programming as recommended by the League of American Bicyclists.
- Recommendations as to method of SRTS program evaluation.
- Strategies to encourage and support walking and bicycling to school where feasible and safe.
- Administrative process to participate in CTDOT’s Vision Zero Schools of Distinction program or similar programs at all district schools.

School-specific SRTS Audit and Report (16) – The Consultant shall prepare up to sixteen (16) school-specific SRTS reports. Each school-specific SRTS audit and report must include the following:

- School Site Audit - The Consultant will conduct an in-person site visit of the school site and nearby public streets with up to two (2) staff members with identified SRTS stakeholders. To maintain effectiveness from the Consultant team in the field, the number of stakeholders will be limited (approx.15). The Consultant will observe *either* the morning drop-off or afternoon pick-up periods, but will not be required to observe both. Town staff will observe the other time period following the consultant audit and provide additional notes. Town staff will provide photos and video of the other time period as needed.
- SRTS Report (2 – 4 page target) – The Consultant will prepare a written assessment of existing transportation environment including traffic circulation, crossings, crossing guard locations, sidewalks, bicycle access, parking, and pick-up/drop-off operations. Transportation improvement recommendations in bulleted list format with specific locations identified, such as: improved/modified pick-up and drop-off areas, raised crosswalks or intersections, crossing guard changes (new, relocation, or removal of crossing guard locations), traffic calming measures, school zone speed limits, bicycle facilities, and sidewalks. Each of the SRTS Reports will include:
 - First Draft – to be reviewed by core project team
 - Second Draft – to be reviewed by broader SRTS stakeholder list
 - Final – to be posted online
- The Consultant will prepare up to eight (8) total conceptual designs for infrastructure improvements. This could include improved/modified pick-up and drop-off areas. Note that some school sites will not receive conceptual designs as only eight (8) are scoped in the RFP.

Public K-12 School List:

- Aiken School (PK – 5; ~400 students)
- Braeburn School (K – 5; ~350 students)
- Bugbee School (K – 5; ~375 students)
- Charter Oak International Academy (PK – 5; ~400 students)
- Duffy School (K – 5; ~500 students)
- Morley School (K – 5; ~275 students)
- Norfeldt School (K – 5; ~350 students)
- Smith School (PK – 5; ~350 students)
- Webster Hill School (PK – 5; ~350 students)
- Whiting Lane School (PK – 5; ~375 students)
- Wolcott School (K – 5; ~375 students)
- Bristow Middle School (6 – 8; ~325 students)
- King Philip Middle School (6 – 8; ~800 students)
- Sedgwick Middle School (6 – 8; ~875 students)
- Conard High School (9 – 12; ~1,400 students)
- Hall High School (9 – 12; ~1,400 students)

Task 4 Deliverables:

- 3 x School Board Meeting PPT Slide Deck (PDF / PPT)
- Leadership Meeting PPT Slide Deck (PDF / PPT)
- Leadership Meeting Notes (PDF / Word)

- 4 x Pre-Site Visit Meeting PPT Slide Deck (PDF / PPT)
- 4 x Pre-Site Visit Meeting Notes (PDF / Word)
- Online Survey
- Online Survey Responses (PDF / Excel)
- SRTS District Report First Draft (PDF / Word)
- SRTS District Report Second Draft (PDF / Word)
- SRTS District Report Final (PDF / Word)
- 16 x SRTS School-Specific Report First Draft (PDF / Word)
- 16 x SRTS School-Specific Report Second Draft (PDF / Word)
- 16 x SRTS School-Specific Report Final (PDF / Word)

Task 5: NEPA Phase 1

This project is required to satisfy federal NEPA requirements as this project is federally funded. The SS4A grant agreement envisions two separate NEPA documents to be submitted for work completed under this scope of work. This is done to expedite completion of lower complexity tasks in the SS4A grant. NEPA Phase 1 includes planned Quick-Build improvements as well as a School Zone Speed Limit program (e.g. dynamic flashing speed signs). These improvements are expected to be classified as a Categorical Exclusion (CE) as they are abbreviated in nature. This task includes the following work:

Identification / Scoping of Projects – The Consultant shall coordinate with the Town to identify defined project listing to advance to design and construction for Phase 1. Phase 1 can include a speed limit program and/or quick-build improvements at any of West Hartford’s 16 public schools and at any of the nine (9) corridors with completed Road Safety Audits (through this grant or previously completed) as noted below:

- South/North Main Street (Webster Hill Boulevard to Loomis Drive)
- North Main Street (Asylum Avenue to Huron Drive)
- Farmington Avenue (Westland Avenue to Whiting Lane)
- New Britain Avenue (Mayflower Street to Hartford City Line)
- Park Road (Quaker Ln to Prospect Ave) ([Link – www.westhartfordct.gov/town-departments/engineering/visionzero/road-safety-audits](http://www.westhartfordct.gov/town-departments/engineering/visionzero/road-safety-audits))
- Albany Avenue / US Route 44 (N. Main Street/CT Route 218 to Hartford C/L) ([Link](#))
- New Park Avenue (Home Depot Plaza to Prospect Ave) ([Link](#))
- Sedgwick Road (Tunxis Road to South Main Street) ([Link](#))
- Prospect Avenue (New Park Avenue to Park Road) ([Link](#))

This task shall include concept-level cost estimates to ensure project scoping aligns with funding available.

NEPA Agency Meetings – The Consultant shall prepare for, coordinate, and participate in virtual meetings with FHWA as required through the NEPA process. FHWA has identified a minimum of two (2) virtual meetings to occur for the NEPA process, with a maximum of three (3) included:

- NEPA Introduction Meeting
 - Discuss the Environmental Evaluation Form (EEF) and establish FHWA, Town, and the team NEPA contacts
 - Purpose & Need (P&N)—development and documentation of data/studies by the Town that inform P&N
 - Public Involvement Plan/Process—development and submission of the Public Involvement Plan to FHWA
- Environmental Coordination Meeting

- FHWA, Town, and the team to discuss the EEF information and identify next steps/additional submissions needed for NEPA compliance
- Interagency Coordination Meeting(s)
 - As Required, not anticipated

Public Information Meeting – The Consultant will conduct a Public Information Meeting (PIM) consistent with NEPA requirements, including advertising of the meeting. It is expected that the team will need to provide two (2) staff members for this meeting, including one (1) staff member proficient in Spanish if requested by a member of the public prior to the meeting. The team will be responsible for all meeting materials, including presentation, sign-in sheets, handouts, and meeting summary notes as applicable. This meeting may be recorded by West Hartford Community Interactive (WHCI) and posted online. The team will be required to receive additional virtual feedback via email for 2-3 weeks following the PIM. It is anticipated that only a single PIM will be required to meet NEPA requirements, with additional PIMs treated as out-of-scope extra work. This task will include one (1) virtual dry run/walk through meeting with town staff a minimum of seven (7) days prior to the scheduled event (separate from regular progress meetings).

Virtual Engagement – The Consultant will conduct virtual engagement throughout the duration of the NEPA process. This will include management of a project email and responses to project emails. The Town will utilize the general “Vision Zero” email account and forward all emails to the Consultant. The Consultant will log and summarize all communications for NEPA documentation as required for the NEPA process. Additionally, the Consultant will be responsible for providing project information to the Town during NEPA for inclusion on the Town webpage. This may include, but is not limited to, project overview sheets, FAQs, flyers, and schedules. This will include materials presented in all public meetings optimized for web-viewing and any other summary information which would assist members of the public in understanding project expectations. The Town will host and maintain the project webpage on the Town website.

Environmental Evaluation Form (EEF) – The Consultant shall complete the Environmental Evaluation Form (EEF) to satisfy FHWA requirements. An example EEF is provided in Exhibit 3.05.

Categorical Exclusion (CE) Supporting Materials – The Consultant shall prepare and submit CE documentation to FHWA for approval. This task should include any revisions required by FHWA. An example CE submittal is provided as an Exhibit which includes the EEF and supporting materials.

Task 5 Deliverables:

- Phase 1 Project Scoping Worksheet (Excel)
- NEPA Introduction Meeting – Summary Notes (Word)
- Environmental Coordination Meeting – Summary Notes (Word)
- Public Information Meeting Materials – Sign-in Sheets, Presentations etc. (PPT, Word, PDF)
- Public Involvement Summary Document (Word)
- Environmental Evaluation Form (PDF / Word)
- NEPA Categorical Exclusion Supporting Materials (PDF / Word)

Task 6: NEPA Phase 2

NEPA Phase 2 includes permanent improvements on Road Safety Audit (RSA) corridors as well as school zones as recommended in the Safe Routes to School (SRTS) reports. These improvements are expected to be classified as a Categorical Exclusion (CE). This task includes the following work:

Identification / Scoping of Projects – The Consultant shall coordinate with the Town to identify defined project listing to advance to design and construction for Phase 2 projects. Phase 2 can include any project recommendation listed on the SRTS reports or one of the nine (9) corridors with completed Road Safety Audits as listed in Task 5.

This task shall include concept-level cost estimates to ensure project scoping aligns with funding available.

NEPA Agency Meetings – The Consultant shall prepare for, coordinate, and participate in virtual meetings with FHWA as required through the NEPA process. FHWA has identified a minimum of two (2) virtual meetings to occur for the NEPA process, with a maximum of three (3) included:

- NEPA Introduction Meeting
 - Discuss the Environmental Evaluation Form (EEF) and establish FHWA, Town, and the team NEPA contacts
 - Purpose & Need (P&N)—development and documentation of data/studies by the Town that inform P&N
 - Public Involvement Plan/Process—development and submission of the Public Involvement Plan to FHWA
- Environmental Coordination Meeting
 - FHWA, Town, and the team to discuss the EEF information and identify next steps/additional submissions needed for NEPA compliance
- Interagency Coordination Meeting(s)
 - As Required, not anticipated

Public Information Meeting – The Consultant will conduct a Public Information Meeting (PIM) consistent with NEPA requirements, including advertising of the meeting. It is expected that the team will need to provide two (2) staff members for this meeting, including one (1) staff member proficient in Spanish if requested by a member of the public prior to the meeting. The team will be responsible for all meeting materials, including presentation, sign-in sheets, handouts, and meeting summary notes as applicable. This meeting may be recorded by West Hartford Community Interactive (WHCI) and posted online. The team will be required to receive additional virtual feedback via email for 2-3 weeks following the PIM. It is anticipated that only a single PIM will be required to meet NEPA requirements, with additional PIMs treated as out-of-scope extra work. This task will include one (1) virtual dry run/walk through meeting with town staff a minimum of seven (7) days prior to the scheduled event (separate from regular progress meetings).

Virtual Engagement – The Consultant will conduct virtual engagement throughout the duration of the NEPA process. This will include management of a project email and responses to project emails. The Town will utilize the general “Vision Zero” email account and forward all emails to the Consultant. The Consultant will log and summarize all communications for NEPA documentation as required for the NEPA process. Additionally, the Consultant will be responsible for providing project information to the Town during NEPA for inclusion on the Town webpage. This may include, but is not limited to, project overview sheets, FAQs, flyers, and schedules. This will include materials presented in all public meetings optimized for web-viewing and any other summary information which would assist members of the public in understanding project expectations. The Town will host and maintain the project webpage on the Town website.

Environmental Evaluation Form (EEF) – The Consultant shall complete the Environmental Evaluation Form (EEF) to satisfy FHWA requirements. An example EEF is provided in Exhibit 3.05.

Categorical Exclusion (CE) Supporting Materials – The Consultant shall prepare and submit CE documentation to FHWA for approval. This task should include any revisions required by FHWA. An example CE submittal is provided as an Exhibit which includes the EEF and supporting materials.

Task 6 Deliverables:

- Phase 2 Project Scoping Worksheet (Excel)
- NEPA Introduction Meeting – Summary Notes (Word)
- Environmental Coordination Meeting – Summary Notes (Word)
- Public Information Meeting Materials – Sign-in Sheets, Presentations etc. (PPT, Word, PDF)
- Public Involvement Summary Document (Word)
- Environmental Evaluation Form (PDF / Word)
- NEPA Categorical Exclusion Supporting Materials (PDF / Word)

Task 7: Supplemental Planning Activities

Pedestrian Safety Zones

The Consultant shall analyze and summarize traffic data to support the establishment of three (3) Pedestrian Safety Zones per Conn. Gen. Stat. §14-307a. The Consultant will prepare all required documents for submission to the Office of the State Traffic Administration (OSTA) for approval. The Town will provide traffic data as required including Turning Movement Counts (TMCs) at intersections and/or Average Daily Traffic / Speed Data from Town-owned traffic monitoring equipment. These locations will be located as follows:

- West Hartford Center Area:
 - South/North Main Street (Ellsworth Road to Brace Road)
 - Farmington Avenue (Woodrow Street to Robin Road)
 - LaSalle Rd (Ellsworth Road to Farmington Avenue)
 - Memorial Road (LaSalle Road to Trout Brook Drive)
 - Raymond Road (Burr Street to Farmington Avenue)
 - Isham Road (Memorial Parking Garage to Raymond Road)
- New Britain Avenue / CT Route 173/529 (Mayflower Street to Hartford C/L)
- Park Road (Quaker Ln to Prospect Ave)

The document will be incorporated into the Town's Vision Zero Action Plan and will be posted online to the Town's Vision Zero webpage.

Signal Timing Evaluation

The Consultant shall evaluate existing signal operations and prepare optimized signal timing plans with the objective of maintaining corridor target speeds.

The Consultant shall evaluate the potential benefits of ***adaptive traffic control, and concurrent (with Leading Pedestrian Interval) pedestrian phasing*** to reduce cycle lengths during periods of low vehicular demand to reduce pedestrian wait times to cross. The Consultant shall provide a written summary of the benefits of adaptive traffic control and concurrent pedestrian phasing and any recommendations to the Town as a memorandum. With respect to adaptive traffic control, the consultant should note typical time-of-days where cycle lengths may be reduced based on this signal timing approach.

The Consultant will prepare a signal timing plan for up to four time periods (e.g. AM, PM, Saturday, off-peak) for all 16 traffic signals in the study area. The Town will provide a Synchro file with existing conditions for the study area including all traffic volumes for all intersections. Additionally, the town will provide 24-hour turning movement counts (from signal detection cameras) for several consecutive days to aide in the development of time-of-day plans and evaluation of benefits of adaptive traffic control. The study area includes 16 traffic signals on three corridors which provide access from I-84 Exit 43 and West Hartford Center including:

- South/North Main Street between Park Road and Brace Road,
- Trout Brook Drive between Park Road and Farmington Avenue, and
- Park Road between South Main Street and Trout Brook Drive.
- Farmington Avenue between Walden Street and North/South Main Street

Reports will be incorporated into the Town's Vision Zero Action Plan and will be posted online to the Town's Vision Zero webpage.

Task 7 Deliverables:

- Pedestrian Safety Zone OSTA Application (PDF / Word)
- Synchro files for all evaluated time periods
- Synchro PDF Report for all evaluated time periods
- Synchro summary Excel Sheet showing key performance metrics (LOS, Delay, 50th/95th Queue, v/c)
- Coordinated Signal System Timing Sheet (Splits, Offsets, Time of Day etc.) (PDF / Excel)
- Adaptive Traffic Control / Concurrent Pedestrian Phase Benefits and Recommendations memorandum (Word / PDF)

Task 8: Safety Awareness Campaign

The SS4A grant includes a \$95,000 budget for a safety awareness campaign. Respondents to this RFP should propose a 2-year safety awareness campaign within the SS4A budget which will target both town and school populations. The campaign could include videos, social media graphics, printables, school-specific materials etc. The Town completed a substantial preliminary campaign effort in 2025 utilizing internal resources with the Public Relations Division and a hired intern. Public Relations can continue to assist the Consultant with distribution of Safety Awareness Campaign materials through town resources.

This task also includes:

- Prepare Safety Awareness Campaign Plan document to guide Safety Awareness Campaign content for 24-month campaign period. Document will be incorporated into the Town's Vision Zero Action Plan and will be posted online to the Town's Vision Zero webpage

Task 8 Deliverables:

- Safety Awareness Campaign Plan (PDF / Word)
- Safety Awareness Campaign Media as proposed by the Consultant

Alternate Task 9: Phase 1 Design & Bid Documents:

The Consultant will prepare bid documents including plans and specifications for 1) Quick-Build improvements as well as 2) School Zone Speed Limit program. Funding for this task is included in the SS4A grant, however, this will be executed with the federal government via grant agreement amendment following approval of Phase 1 NEPA. The Town will provide any

required survey. This task will be further refined via contract amendment once project scope for Phase 1 projects is finalized.

Alternate Task 10: Phase 2 Design & Bid Documents:

The Consultant will prepare bid documents including plans and specifications for permanent improvements on Road Safety Audit (RSA) corridors as well as school zones as recommended in the Safe Routes to School (SRTS) reports. Funding for this task is included in the SS4A grant, however, this will be executed with the federal government via grant agreement amendment following approval of Phase 2 NEPA. The Town will provide any required survey. This task will be further refined via contract amendment once project scope for Phase 2 projects is finalized.

1.06 PROJECT SCHEDULE

	Town Preferred Schedule	SS4A Schedule Date	SS4A Grant Agreement Deadline (+6 months from Schedule Date)*
Task 2: Road Safety Audits (RSAs)	Summer 2026 – Spring 2027	4/1/2028	10/1/2028
Task 3: West Hartford Center Traffic Study	Winter 2026/2027	4/1/2028	10/1/2028
Task 4: Safe Routes to Schools (SRTS) Reports	Summer 2026 – Spring 2027	4/1/2028	10/1/2028
Task 5: NEPA Phase 1	Winter 2026/2027	9/30/2026	3/30/2027 (Critical Path)
Task 6: NEPA Phase 2	Summer 2027	4/1/2027	10/1/2027
Task 6: Miscellaneous Supplemental Planning Activities	Summer 2026 - Fall 2027	4/1/2028	10/1/2028
Task 7: Safety Awareness Campaign	Summer 2026 – Summer 2028	4/1/2028	10/1/2028
Alt. Task 8: Phase 1 Design & Bid Documents	Spring 2027	TBD	TBD
Alt. Task 9: Phase 2 Design & Bid Documents	Fall 2027	TBD	TBD

Other Schedule Dates:

Phase 1 Construction: Summer 2027

Phase 2 Construction: 2028 - 2029

SS4A Grant Expiration: December 2030

***The SS4A Grant Terms and Conditions (Sec. 11.3) permit up to 6-months float from the established date listed in the Grant Agreement.** Failure to meet tasks within this float period may result in a work hold and will require grant agreement amendment to continue work. This process may take approximately 3-months and is dependent on FHWA approvals.

2.00 INFORMATION FOR BIDDERS

- 2.01 Request for Proposals
- 2.02 Optional Pre-Bid Meeting
- 2.03 Proposal Requirements
- 2.04 Proposal Evaluation

2.01 REQUEST FOR PROPOSALS

Proposals will be received at the office of the Division of Purchasing Services, Room 223, Town Hall, 50 South Main Street, West Hartford, Connecticut until **2:00 PM on July 9, 2026**. Proposals can be mailed or delivered. All firms are required to submit one (1) electronic version uploaded to our bidding portal and one (1) hard copy in a sealed envelope or package with the outside clearly marked **Planning Engineering Services for VRU safety Projects RFP# 260046**

By submitting a proposal, you represent that you have thoroughly examined and become familiar with the Scope of Services outlined in this RFP and you are capable of performing the work to achieve the Town's objectives. Failure to include any of the required items in the submitted proposal may be grounds for disqualifying said proposal.

Proposals must be signed by an authorized representative of the Consultant. Unsigned proposals shall not be considered.

The Town of West Hartford will not be liable for costs incurred in the preparation of the response to this RFP or in connection with any subsequent consultant meeting prior to the award of work.

The Town, in its sole discretion, reserves the right to cancel this solicitation and terminate the process to retain consultant services, and is under no obligation to contract for the services specified herein. The Town of West Hartford reserves the right to reject any or all of the submissions. The Town of West Hartford reserves the right to negotiate the cost of this RFP and to award the work to any consultant other than the consultant with the lowest cost, if it is in the best interest of the Town.

2.02 PRE-BID MEETING

An optional pre-bid conference will be held virtually on **June 24, 2026** at **1:00 PM** via electronic Teams meeting at which time questions concerning the project will be answered. Prospective bidders are strongly encouraged to attend the pre-bid meeting as this will be the only opportunity to verbalize questions relative to this project.

Join from the shortened or full meeting link:

<https://teams.microsoft.com/meet/258902668127029?p=L0FDLLcwHWymqvb1CI>

Join the meeting now

Meeting ID: 258 902 668 127 029

Passcode: N7fC9Nn3

Dial-in by phone

[+1 929-229-5751](tel:+19292295751), [316551968](tel:+1316551968)# United States, New York City

Phone conference ID: 316 551 968#

2.03 PROPOSAL REQUIREMENTS

All respondents are required to submit the information detailed below for this Request for Proposals (RFP). Responses shall be organized and presented in the order listed below to assist the Town in reviewing and rating proposals. Do not send additional documentation other than what is requested. The Consultant Selection Panel may reject your submittal, and your firm may not be considered for this project if you provide additional documentation such as corporate brochures, background information, etc.

1. **Cover Letter**

The letter of transmittal shall be limited to two pages. It should indicate the firm's interest in providing the scope of services and any other relative information that would assist the Town in making a selection. It will identify the designated contact person for all communication regarding this RFP process and include phone and email contact information. It shall also include a statement by the respondent accepting all terms, conditions, and requirements contained in this RFP. This letter must be signed by a person legally authorized to bind the firm to a contract.

2. **Project Understanding, Methodology, and Work Plan**

Provide your overall approach to satisfying the needs of the Scope of Work. Describe the methods to be used to complete this project. Include a specific work plan with a timeline schedule for project completion including a listing of project deliverables. The proposal shall specifically list the tasks planned to be accomplished by the prime consultant and those by any sub-consultants.

3. **Project Team Experience**

Provide a description of the Consultant team's total resources. Describe the experience and qualifications of the key professional personnel and the role they will perform on the project. List all staff licenses and certifications. Provide resumes of the team members. Limit the number of project team member resumes to no more than seven (7).

4. **Sample Projects**

The consultant shall demonstrate experience with up to five (5) similar projects within the past five (5) years. Include a summary of the scope of services, the dates the services were provided, and complete contact information for each project.

5. **Cost Proposal**

Estimate the probable costs for the services to be provided including a breakdown of the major work elements as identified in the Scope of Services. Provide hourly rates for each Consultant team member for the duration of the project. If selected, a detailed scope of services and corresponding cost may be negotiated. Electronic submission shall be all inclusive for each component of the Scope of Services, written proposals shall include price breakdown as specified above.

2.04 PROPOSAL EVALUATION

Evaluation criteria. Respondents will be judged based on their ability to satisfactorily demonstrate their ability to meet the following:

- Demonstrated ability to satisfy the requested scope of services
- Relevant and proven experience
- Professional qualifications and certification
- Competitive fee structure

3.00 EXHIBITS

- 3.01 Indemnification and Insurance Exhibit
- 3.02 SS4A Grant Terms and Conditions
- 3.03 Example RSA Report
- 3.04 Example NEPA Submission

3.01 Indemnification and Insurance Requirements

Exhibit – Indemnification and Insurance Requirements

For purpose of this Exhibit, the term "Consultant" shall also include their respective agents, contractors of any tier, employees, representatives; and the term "Town of West Hartford and West Hartford Board of Education" (hereinafter called the "Town") shall include their respective agents, boards, commissions, contractors of any tier, counsel, directors, employees, officers and/or officials (appointed or elected), representatives and volunteers.

I. INDEMNIFICATION

To the fullest extent permitted by law, the Consultant agrees to indemnify and hold harmless the Town caused by any losses, liabilities, claims, lawsuits, damages, penalties, or fines, including but not limited to reasonable attorney fees, court costs, claim expenses, mediation and arbitration costs, arising out of the failure to render professional services, professional errors or omissions, noncompliance with applicable laws, statutes, codes, and regulations, negligence or wrongful act under scope of work for this Contract, in whole or in part, by the Consultant, Consultant's sub-consultant(s), or anyone for whose acts Consultant may be liable, or regardless of whether or not arising out of, in whole or in part, the negligence, errors or omissions of the Town unless such negligence, errors or omissions constitute gross negligence or intentional misconduct.

The Town reserves the right, but not the obligation, to participate in defense without relieving Consultant of any obligation hereunder. This indemnification shall survive the term of this Contract.

II. INSURANCE

SPECIAL ATTENTION IS CALLED TO THIS SECTION.

NOTE: CONSULTANTS ARE ENCOURAGED TO CONFER WITH THEIR INSURANCE CONSULTANT(S) TO ENSURE COMPLIANCE WITH THE FOLLOWING SPECIFICATIONS:

1. Consultant agrees at its sole expense to maintain on a primary basis, non-contributory basis during the life of any resulting contract or agreement the following insurance coverages, limits, including endorsements described herein. The requirements contained herein, as well as Town's review or acceptance of insurance maintained by Consultant is not intended to and shall not in any manner limit or qualify the liabilities or obligations assumed by Consultant under the Agreement. Any coverage maintained by the Town shall apply excess of, or contingent upon the absence of, insurance required or maintained by Consultant.
2. Additional Insured Endorsement. Consultant agrees to endorse the Town as an Additional Insured on all policies (with the exception of Worker's Compensation and Professional Liability) with the following, or similar endorsement providing equal or broader Additional Insured coverage, the CG 20 26 07 04, or CG 20 26 04 13, Additional Insured – Designated Person or Organization endorsement; or the CG 20 10 07 04, or CG 20 10 04 13, Additional Insured – Owners, Lessees, or Contractors endorsement, including the additional endorsement of GC 20 37 07 04, or GC 20 04 13, Additional Insured – Owners, Lessees, or Contractors Completed Operations. The name of the organization endorsed as Additional Insured for all endorsements shall read "Town of West Hartford, West Hartford Board of Education".
3. Commercial General Liability. Consultant agrees to maintain Commercial General Liability at a limit of liability not less than \$1,000,000.00 Each Occurrence, \$2,000,000 Annual Aggregate. Consultant agrees its coverage shall not contain any restrictive endorsement(s) excluding or limiting Product/Completed Operations, Independent Contractors, Broad Form Property Damage, X-C-U Coverage, Contractual Liability or Separation of Insureds.

4. Business Automobile Liability. Consultant agrees to maintain Business Automobile Liability at a limit of liability not less than \$1,000,000 Each Occurrence. Coverage shall include liability for Owned, Non-Owned & Hired automobiles. In the event Consultant does not own automobiles, Consultant agrees to maintain coverage for Hired & Non-Owned Auto Liability, which may be satisfied by way of endorsement to the Commercial General Liability policy or separate Business Auto Liability policy.
5. Umbrella or Excess Liability. Consultant agrees to maintain either a Commercial Umbrella or Excess Liability at a limit of liability not less than \$2,000,000 Each Occurrence \$2,000,000 Aggregate. The Consultant agrees to endorse the Town as an "Additional Insured" on the Commercial Umbrella/Excess Liability, unless the Certificate of Insurance states the Commercial Umbrella/Excess Liability provides coverage on a pure/true "follow-form" basis, or the Town is automatically defined as an Additional Protected Person.
6. Professional Liability. Consultant agrees to maintain Professional (Errors & Omissions) Liability at a limit of liability not less than \$2,000,000 Per Claim, \$2,000,000 Annual Aggregate, or a \$2,000,000 Combined Single Limit. For policies written on a "Claims-Made" basis, Consultant agrees to maintain a Retroactive Date prior to or equal to the effective date of any resulting contract or agreement. In the event the policy is cancelled, non-renewed, switched to an Occurrence Form, retroactive date advanced, or any other event triggering the right to purchase a Supplemental Extended Reporting Period (SERP) during the life of this Agreement, Consultant agrees to purchase a SERP with a minimum reporting period not less than two (2) years. The requirement to purchase a SERP shall not relieve Consultant of the obligation to provide replacement coverage.
7. Worker's Compensation Insurance & Employers Liability. Consultant agrees to maintain Worker's Compensation Insurance & Employers Liability in accordance with Connecticut Statutes Chapter 568, as amended. Policy shall include Employer's Liability with minimum limits of \$100,000 each accident, \$500,000 disease/policy limit, \$100,000 disease/each employee.
8. Personal Property. All personal property of the Consultant are the sole risk of the Consultant. The Consultant agrees to defend, hold harmless and indemnify the Town from any and all claims, compensation, costs, damages, fines, losses, payments, penalties of any kind, however caused, to any and all personal property belonging to the Consultant.
9. Certificate(s) of Insurance. Consultant agrees to provide Town a Certificate of Insurance evidencing that all coverages, limits and endorsements required herein are maintained and in full force and effect, and Certificates of Insurance shall provide a minimum thirty (30) day endeavor to notify, when a manuscript notice endorsement is available by Consultant's insurer. If the Consultant receives a non-renewal or cancellation notice from an insurance carrier affording coverage required herein, or receives notice that coverage no longer complies with the insurance requirements herein, Consultant agrees to notify the Town by mail, fax, or e-mail within five (5) business days with a copy of the non-renewal or cancellation notice, or written specifics as to which coverage is no longer in compliance. The Certificate Holder(s) address shall read:

Town of West Hartford
Attn: Risk Manager
50 South Main Street Room 221
West Hartford, CT 06107
Fax: 860-561-7499
RiskManagement@WestHartfordCT.gov

Failure to provide the required insurance, or to replace expired or terminated insurance, or to provide satisfactory certificates thereof, or to exhibit the policies if required, may, at the option of the Town, be held a willful violation of the Contract.

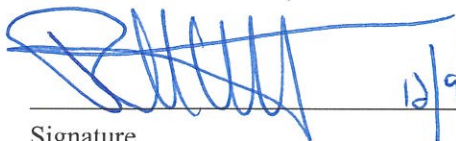
10. Claims-made Form. Insurance coverage written on a claims-made basis shall have a retroactive date that precedes the effective date of the underlying agreement. The Consultant shall maintain continuous coverage or obtain an extended reporting period in which to report claims following end of the underlying agreement, for a minimum of two (2) years, except as defined otherwise in this exhibit.
11. Waiver of Subrogation. Consultant agrees by entering into any resulting contract or agreement to a Waiver of Subrogation for each required policy herein. When required by the insurer, or should a policy condition not permit Consultant to enter into a pre-loss agreement to waive subrogation without an endorsement, then Consultant agrees to notify the insurer and request the policy be endorsed with a Waiver of Transfer of Rights of Recovery Against Others, or its equivalent. This Waiver of Subrogation requirement shall not apply to any policy, which includes a condition specifically prohibiting such an endorsement, or voids coverage should Consultant enter into such an agreement on a pre-loss basis.
12. Right to Revise or Reject. Town reserves the right, but not the obligation, to revise any insurance requirement, not limited to limits, coverages and endorsements, or to reject any insurance policies which fail to meet the criteria stated herein. Additionally, Town reserves the right, but not the obligation, to review and reject any insurer providing coverage due to its poor financial condition or failure to operate legally.

3.02 SS4A Grant Agreement & Terms and Conditions

- | | | | | | | | | | | | |
|---|---|----------------|-------------|------------------|------------|----------------------|------|--------------|------|--------|-------------|
| <p>1. Federal Award No.
693JJ32640155</p> <p>4. Award To
Town of West Hartford
50 South Main Street
West Hartford, CT 06107</p> <p>Unique Entity Id.: PMLVC7XRZJQ3
TIN No.: 066002124</p> <p>6. Period of Performance
Effective Date of Award – 60 months</p> <p>8. Type of Agreement
Grant</p> <p>10. Procurement Request No.
HSA250378PR</p> <p>12. Submit Payment Requests To
See Article 5.</p> <p>14. Description of the Project: This is a phased project which will include supplemental planning and implementation of improvements to advance vulnerable user (pedestrians, bicyclists, etc.) safety on nine critical corridors and 16 school zones. The project will also include two demonstration activities including quick-build corridor improvements and an automated red-light enforcement program.</p> | <p>2. Effective Date
See No. 16 Below</p> <p>3. Assistance Listings No.
20.939</p> <p>5. Sponsoring Office
U.S. Department of Transportation
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue, SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590</p> <p>7. Total Amount</p> <table border="0"> <tr><td>Federal Share:</td><td style="text-align: right;">\$3,178,100</td></tr> <tr><td>Recipient Share:</td><td style="text-align: right;">\$ 794,525</td></tr> <tr><td>Other Federal Funds:</td><td style="text-align: right;">\$ 0</td></tr> <tr><td>Other Funds:</td><td style="text-align: right;">\$ 0</td></tr> <tr><td>Total:</td><td style="text-align: right;">\$3,972,625</td></tr> </table> <p>9. Authority
Section 24112 of the Infrastructure Investment and Jobs Act (IIJA, Pub. L. 117-58, November 15, 2021)</p> <p>11. Federal Funds Obligated
Base Phase: Pre-NEPA (includes Supplemental Planning, Prel. Design, and NEPA) \$649,760</p> <p>13. Accounting and Appropriations Data
15X0176E50.0000.055SR50500.5592000000.41010.61006600</p> | Federal Share: | \$3,178,100 | Recipient Share: | \$ 794,525 | Other Federal Funds: | \$ 0 | Other Funds: | \$ 0 | Total: | \$3,972,625 |
| Federal Share: | \$3,178,100 | | | | | | | | | | |
| Recipient Share: | \$ 794,525 | | | | | | | | | | |
| Other Federal Funds: | \$ 0 | | | | | | | | | | |
| Other Funds: | \$ 0 | | | | | | | | | | |
| Total: | \$3,972,625 | | | | | | | | | | |

RECIPIENT

15. Signature of Person Authorized to Sign

 12/9/2025

Signature _____ Date _____
Name: Rick Ledwith
Title: Town Manager

FEDERAL HIGHWAY ADMINISTRATION

16. Signature of Agreement Officer

Signature _____ Date _____
Name: Veronica R. Jacobson
Title: Agreement Officer

U.S. DEPARTMENT OF TRANSPORTATION

GRANT AGREEMENT UNDER THE

FISCAL YEAR 2024 SAFE STREETS AND ROADS FOR ALL GRANT PROGRAM

This agreement is between the United States Department of Transportation's (the "USDOT") Federal Highway Administration (the "FHWA") and the Town of West Hartford (the "Recipient").

This agreement reflects the selection of the Recipient to receive a Safe Streets and Roads for All ("SS4A") Grant for the Vulnerable User Safety Program.

The parties therefore agree to the following:

ARTICLE 1

GENERAL TERMS AND CONDITIONS

1.1 General Terms and Conditions.

- (a) In this agreement, "General Terms and Conditions" means the content of the document titled "General Terms and Conditions Under the Fiscal Year 2024 Safe Streets and Roads for All ("SS4A") Grant Program," dated November 4, 2025, which is available at <https://www.transportation.gov/grants/ss4a/grant-agreements> under "Fiscal Year 2024." Articles 7–33 are in the General Terms and Conditions. The General Terms and Conditions are part of this agreement.
- (b) The Recipient acknowledges that it has knowledge of the General Terms and Conditions. Recipient also states that it is required to comply with all applicable Federal laws and regulations including, but not limited to, the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (2 CFR part 200); National Environmental Policy Act (NEPA) (42 U.S.C. § 4321 et seq.); and Build America, Buy America Act (IIJA, div. G §§ 70901-27).
- (c) The Recipient acknowledges that the General Terms and Conditions impose obligations on the Recipient and that the Recipient's non-compliance with the General Terms and Conditions may result in remedial action, termination of the SS4A Grant, disallowing costs incurred for the Project, requiring the Recipient to refund to the FHWA the SS4A Grant, and reporting the non-compliance in the Federal-government-wide integrity and performance system.

**ARTICLE 2
APPLICATION, PROJECT, AND AWARD**

2.1 Application.

Application Title: Vulnerable User Safety Program

Application Date: 5/15/2024

2.2 Award Amount.

SS4A Grant Amount: \$3,178,100

2.3 Federal Obligation Information.

Federal Obligation Type: Multiple

Obligation Condition Table		
Phase the Project	Allocation of the SS4A Grant	Obligation Condition
Base Phase: Pre-NEPA:		
Supplemental Planning	\$312,000	
DEMO 2 - Automated Red Light Enforcement Program	\$92,160	
DEMO3 - Quick-Build Demonstration Projects	\$16,000	
IMP1 - Improvements on 9 Corridors	\$160,000	
IMP2 - Improvements within 16 Public School Zones	\$57,600	
IMP3 - School Zone Speed Limit Program	\$12,000	

Obligation Condition Table		
Phase the Project	Allocation of the SS4A Grant	Obligation Condition
Option Phase 1 – Final Design:		<p>The Recipient shall not expend any funds (Federal or non-Federal) for, seek reimbursement of eligible costs, or otherwise begin any part of the final design and construction of an Implementation Project unless and until:</p> <p>(1) The requirements of the National Environmental Policy Act (42 U.S.C. § 4321 et seq.) (“NEPA”), Section 106 of the National Historic Preservation Act (16 U.S.C. § 470f) (“NHPA”), and any other applicable environmental laws and regulations have been met; and</p> <p>(2) FHWA, or a State with applicable NEPA Assignment authority, has approved the NEPA document for the Project and provided the Recipient with a written notice that the environmental review process is complete; and</p> <p>(3) FHWA has obligated additional funds for this phase and notified the Recipient in writing that the Recipient may proceed to the next activity after NEPA approval, and the Recipient has acknowledged receipt in writing of FHWA’s notification. Recipient shall not proceed with any such activities until (2) and (3) as described in this section are met. Costs that are incurred before (2) and (3) as described in this section are met are not allowable costs under this agreement.</p> <p>Extent of activities that are permissible before NEPA is complete are those activities constituting “preliminary design” as specified in FHWA Order 6640.1A.</p>
DEMO 2 - Automated Red Light Enforcement Program	\$23,040	
DEMO3 - Quick-Build Demonstration Projects	\$8,000	
IMP1 - Improvements on 9 Corridors	\$80,000	
IMP2 - Improvements within 16 Public School Zones	\$28,800	
IMP3 - School Zone Speed Limit Program	\$4,000	

Obligation Condition Table		
Phase the Project	Allocation of the SS4A Grant	Obligation Condition
Option 2 Phase: Construction:		<p>The Recipient shall not expend any funds (Federal or non-Federal) for, seek reimbursement of eligible costs, or otherwise begin any part of the construction or final design and construction of an Implementation Project unless and until:</p> <p>(1) The requirements of the National Environmental Policy Act (42 U.S.C. § 4321 et seq.) (“NEPA”), Section 106 of the National Historic Preservation Act (16 U.S.C. § 470f) (“NHPA”), and any other applicable environmental laws and regulations have been met; and</p> <p>(2) FHWA, or a State with applicable NEPA Assignment authority, has approved the NEPA document for the Project and provided the Recipient with a written notice that the environmental review process is complete; and</p> <p>(3) FHWA has obligated additional funds for this phase and notified the Recipient in writing that the Recipient may proceed to the next activity after NEPA approval, and the Recipient has acknowledged receipt in writing of FHWA’s notification. Recipient shall not proceed with any such activities until (2) and (3) as described in this section are met. Costs that are incurred before (2) and (3) as described in this section are met are not allowable costs under this agreement.</p> <p>Extent of activities that are permissible before NEPA is complete are those activities constituting “preliminary design” as specified in FHWA Order 6640.1A.</p>
DEMO 2 - Automated Red Light Enforcement Program	\$345,600	
DEMO3 - Quick-Build Demonstration Projects	\$56,000	
IMP1 - Improvements on 9 Corridors	\$1,461,300	
IMP2 - Improvements within 16 Public School Zones	\$489,600	
IMP3 - School Zone Speed Limit Program	\$32,000	

2.4 Budget Period.

Base Phase Budget Period: Effective Date of Award - 60 months

Option Phase 1 Budget Period: Reserved

Option Phase 2 Budget Period: Reserved

2.5 Grant Designation.

Designation: Implementation

ARTICLE 3 SUMMARY PROJECT INFORMATION

3.1 Summary of Project's Statement of Work.

The project will be completed in three phases.

This project will improve road safety for vulnerable users (pedestrians, bicyclists etc.) on approximately 11.0 miles of roadway. The project locations were identified based on the Vision Zero Action Plan and will work to implement proven safety countermeasures at locations as identified in Road Safety Audits (RSAs) and Safe Routes to School (SRTS) reports.

The project includes Supplemental Planning (SP1 thru SP5), Demonstration Activities (DEMO2 & DEMO3), and Implementation projects (IMP1 thru IMP3) as noted below. One demonstration project (DEMO3) will seek to incorporate quick-build demonstration projects within the 9 corridors identified in this project. It is anticipated that a demonstration project may be phased to validate proposed improvements to be installed in the Implementation project IMP1.

Description of the phases:

Base Phase – Pre-NEPA:

Base Phase will include all supplemental planning (SP) activities, and Pre-NEPA work related to Demonstration (DEMO) and Implementation (IMP) Activities as detailed below:

- SP1 – Road Safety Audits (RSAs)
 - Conduct RSAs on 4 corridors
 - Reports will be incorporated into the Town's Vision Zero Action Plan and will be posted online to the Town's Vision Zero webpage.
- SP2 – Safe Routes to Schools (SRTS) Reports
 - Conduct SRTS for the K-12 public schools in West Hartford. SRTS reports will be similar to RSAs but be abbreviated in nature.
 - Reports will be incorporated into the Town's Vision Zero Action Plan and will be posted online to the Town's Vision Zero webpage.
- SP3 – Pedestrian Safety Zones
 - Collect and analyze traffic data to support the establishment of three (3) Pedestrian Safety Zones per Conn. Gen. Stat. Sec. 14-307a.
 - The document will be incorporated into the Town's Vision Zero Action Plan and will be posted online to the Town's Vision Zero webpage.
- SP4 – Signal Timing Evaluations
 - Evaluate signal timing and prepare optimized signal timings with objective of maintaining corridor target speeds.

- Evaluate potential for adaptive traffic control to reduce cycle lengths during periods of low vehicular demand to reduce pedestrian wait times to cross.
- Reports will be incorporated into the Town's Vision Zero Action Plan and will be posted online to the Town's Vision Zero webpage.
- SP5 – Safety Awareness Campaign (formally coded as DEMO 1 in original grant application)
 - Prepare Safety Awareness Campaign Plan document to guide Safety Awareness Campaign content for 24-month campaign period.
 - Document will be incorporated into the Town's Vision Zero Action Plan and will be posted online to the Town's Vision Zero webpage
 - Conduct Safety Awareness Campaign over 24 months as specified in Safety Awareness Campaign Plan. Awareness campaign shall target both town and school populations.
- DEMO2 – Automated Red-Light Enforcement
 - Complete Public Involvement Plan and conduct Public Involvement
 - Identify potential deployment on up to 16 potential intersections.
 - Complete Automated Traffic Enforcement Safety Device (ATESD) plan per CT state law. Final ATESD plan will identify red-light running cameras on 8 intersections.
 - Submit and obtain approval from the Connecticut Department of Transportation (CTDOT) Office of the State Traffic Administration (OSTA).
 - Complete NEPA documentation and obtain FHWA approval.
- DEMO3 – Quick-Build Corridor Improvements
 - Improvements for quick-build corridor improvements will be identified by Road Safety Audits (RSA) conducted as part of SP1 or previously conducted by the Town of West Hartford or CTDOT.
 - Conduct Public Involvement and NEPA documentation. Submit NEPA documentation and obtain approval from FHWA.
- IMP1 – Improvements on 9 Corridors (to be bundled with IMP2)
 - Improvements will be identified by Road Safety Audits (RSA) conducted as part of SP1 or previously conducted by the Town of West Hartford or CTDOT.
 - Conduct Public Involvement and NEPA documentation. Submit NEPA documentation and obtain approval from FHWA.
- IMP2 – Improvements within Public School Zones (to be bundled with IMP1)
 - Improvements for public school zones per SRTS reports (SP2).
 - Conduct Public Involvement and NEPA documentation. Submit NEPA documentation and obtain approval from FHWA.

- IMP3 – School Zone Speed Limit Program
 - Collect traffic data for identified roadway segments. Propose school zone limits and speed limits (overall & school zone speed) based on traffic data. Prepare report and application for the Office of the State Traffic Administration (OSTA) for approval.
 - Prepare school zone speed limit signage plan. Signage will include dynamic (flashing) signage as appropriate.
 - Conduct Public Involvement and NEPA documentation. Submit NEPA documentation and obtain approval from FHWA.

Option Phase 1 – Final Design:

Complete project bid documents for all Demonstration (DEMO) and all Implementation (IMP) Activities.

Option Phase 2 – Construction and Demonstration:

- DEMO2 – Automated Red-Light Enforcement:
 - Deploy Automated Red-Light Enforcement devices (by vendor). Conduct administrative processing of violations (billing, payments, appeals, collections and plate denials). Collect and report data including aggregate traffic data (e.g. average speed), violations summary by location and crash statistics. Produce final report to evaluate safety benefit of the program.
- DEMO3 – Quick-Build Corridor Improvements
 - Construct quick-build corridor improvements.
 - Collect data and analyze performance.
- IMP1 – Improvements on 9 Corridors (to be bundled with IMP2)
 - Construct improvements on 9 corridors
- IMP2 – Improvements within Public School Zones (to be bundled with IMP1)
 - Construct improvements within public school zones.
- IMP3 – School Zone Speed Limit Program
 - Deploy school zone speed limit devices.

3.2 Project's Estimated Schedule.

Supplemental Planning Schedule (All)

Milestone	Schedule Date
Planned Final Plan Publicly Available Date:	04/01/2028
Planned SS4A Final Report Date:	06/01/2030

Demonstration Activity Schedule (DEMO2 - Automated Red Light Enforcement Program)

Milestone	Schedule Date
Planned NEPA Completion Date:	09/31/2026
Planned Construction Substantial Completion and Open to Public Use Date:	06/01/2027
Planned SS4A Final Report Date:	06/01/2030

Demonstration Activity Schedule (DEMO3 - Quick-Build Demonstration Projects)

Milestone	Schedule Date
Planned NEPA Completion Date:	09/31/2026
Planned Construction Substantial Completion and Open to Public Use Date:	06/01/2027
Planned SS4A Final Report Date:	06/01/2030

Implementation Schedule (IMP1 – Improvements on 9 Corridors and IMP2 – Improvements at 16 Public School Zones)

Milestone	Schedule Date
Planned NEPA Completion Date:	04/01/2027
Planned Construction Substantial Completion and Open to Public Use Date:	03/01/2030
Planned SS4A Final Report Date:	06/01/2030

Implementation Schedule (IMP3 – School Zone Speed Limit Program)

Milestone	Schedule Date
Planned NEPA Completion Date:	09/31/2026
Planned Construction Substantial Completion and Open to Public Use Date:	04/01/2027
Planned SS4A Final Report Date:	06/01/2030

3.3 Project's Estimated Costs.

(a) Eligible Project Costs

Eligible Project Costs	
SS4A Grant Amount:	\$3,178,100
Other Federal Funds:	\$0
State Funds:	\$0
Local Funds:	\$794,525
In-Kind Match:	\$0
Other Funds:	\$0
Total Eligible Project Cost:	\$3,972,625

(b) Cost Classification Table

Cost Classification	Total Costs	Non-SS4A Previously Incurred Costs	Eligible Costs
Architectural and engineering fees	\$897,000	\$0	\$897,000
Construction	\$2,980,625	\$0	\$2,980,625
Miscellaneous (Consultant fees for Safety Awareness Campaign)	\$95,000	\$0	\$95,000
Project Total	\$3,972,625	\$0	\$3,972,625

(c) Indirect Costs

Indirect costs are allowable under this Agreement in accordance with 2 CFR part 200 and the Recipient's approved Budget Application. In the event the Recipient's indirect cost rate changes, the Recipient will notify FHWA of the planned adjustment and provide supporting documentation for such adjustment. This Indirect Cost provision does not operate to waive the limitations on Federal funding provided in this document. The Recipient's indirect costs are allowable only insofar as they do not cause the Recipient to exceed the total obligated funding.

ARTICLE 4

CONTACT INFORMATION

4.1 Recipient Contact(s).

Duane Martin
 Director of Community Development
 Town of West Hartford
 50 South Main Street, West Hartford, CT 06107
 860.561.7539
 DuaneM@WestHartfordCT.gov

and

Parker Sorenson
Civil Engineer II
Town of West Hartford
50 South Main Street, West Hartford, CT 06107
860-561-7526
parker.sorenson@westhartfordct.gov

4.2 Recipient Key Personnel.

Name	Title or Position
Duane Martin	Director of Community Development
Gregory Sommer	Town Engineer
Parker Sorenson	Civil Engineer II
Lawrence Terra	Assistant Police Chief
Pattie Lewis	Interim Finance Director
Erica Sledge	Interim Financial Operations Manager

4.3 USDOT Project Contact(s).

Safe Streets and Roads for All Program Manager
Federal Highway Administration
Office of Safety
HSSA-1, Mail Stop: E71-117
1200 New Jersey Avenue, S.E.
Washington, DC 20590
202-366-2822
SS4A.FHWA@dot.gov

and

Agreement Officer (AO)
Federal Highway Administration
Office of Acquisition and Grants Management
HCFA-42, Mail Stop E62-310
1200 New Jersey Avenue, S.E.
Washington, DC 20590
HCFASS4A@dot.gov

and

Connecticut Division Administrator
Agreement Officer's Representative (AOR)
450 Main Street, Suite 612
Hartford, CT 06103
860-659-6703
Connecticut.FHWA@dot.gov

and

Timothy Snyder
Connecticut Division Office Lead Point of Contact
Discretionary Grants Program Manager
450 Main Street, Suite 612
Hartford, CT 06103
860-494-7560
timothy.snyder@dot.gov

ARTICLE 5 USDOT ADMINISTRATIVE INFORMATION

5.1 Office for Subaward and Contract Authorization.

USDOT Office for Subaward and Contract Authorization: FHWA Office of Acquisition and Grants Management

SUBAWARDS AND CONTRACTS APPROVAL

Note: See 2 CFR § 200.331, Subrecipient and contractor determinations, for definitions of subrecipient (who is awarded a subaward) versus contractor (who is awarded a contract).

Note: Recipients with a procurement system deemed approved and accepted by the Government or by the Agreement Officer (the "AO") are exempt from the requirements of this clause. See 2 CFR 200.317 through 200.327.

In accordance with 2 CFR 200.308(f)(6), the recipient or subrecipient shall obtain prior written approval from the USDOT agreement officer for the subaward, if the subaward activities were not proposed in the application or approved in the Federal award. This provision is in accordance with 2 CFR 200.308(f)(6) and does not apply to procurement transactions for goods and services. Approval will be issued through written notification from the AO or a formal amendment to the Agreement.

The following subawards and contracts are currently approved under the Agreement by the AO. This list does not include supplies, material, equipment, or general support services which are exempt from the pre-approval requirements of this clause.

5.2 Reimbursement Requests

- (a) The Recipient may request reimbursement of costs incurred within the budget period of this agreement if those costs do not exceed the amount of funds obligated and are allowable under the applicable cost provisions of 2 C.F.R. Part 200, Subpart E. The Recipient shall not request reimbursement more frequently than monthly.

- (b) The Recipient shall use the DELPHI iSupplier System to submit requests for reimbursement to the payment office. When requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit supporting cost detail with the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs) to clearly document all costs incurred.
- (c) The Recipient's supporting cost detail shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, travel, etc., and the Recipient shall identify the Federal share and the Recipient's share of costs. If the Recipient does not provide sufficient detail in a request for reimbursement, the Agreement Officer's Representative (the "AOR") may withhold processing that request until the Recipient provides sufficient detail.
- (d) The USDOT shall not reimburse costs unless the AOR reviews and approves the costs to ensure that progress on this agreement is sufficient to substantiate payment.
- (e) In the rare instance the Recipient is unable to receive electronic funds transfers (EFT), payment by EFT would impose a hardship on the Recipient because of their inability to manage an account at a financial institution, and/or the Recipient is unable to use the DELPHI iSupplier System to submit their requests for disbursement, the FHWA may waive the requirement that the Recipient use the DELPHI iSupplier System. The Recipient shall contact the Division Office Lead Point of Contact for instructions on and requirements related to pursuing a waiver.
- (f) The requirements set forth in these terms and conditions supersede previous financial invoicing requirements for Recipients.

ARTICLE 6 SPECIAL GRANT TERMS

- 6.1** SS4A funds must be expended within five years after the grant agreement is executed and DOT obligates the funds, which is the budget period end date in section 10.3 of the Terms and Conditions and section 2.4 in this agreement.
- 6.2** The Recipient demonstrates compliance with civil rights obligations and nondiscrimination laws, including Titles VI of the Civil Rights Act of 1964, the Americans with Disabilities Act (ADA), and Section 504 of the Rehabilitation Act, and accompanying regulations. Recipients of Federal transportation funding will also be required to comply fully with regulations and guidance for the ADA, Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, and all other civil rights requirements.
- 6.3** SS4A Funds will be allocated to the Recipient and made available to the Recipient in accordance with FHWA procedures.
- 6.4** The Recipient of a Planning and Demonstration Grant acknowledges that the Supplemental Action Plans will be made publicly available and agrees that it will publish the final Supplemental Action Plans on a publicly available website.
- 6.5** The Recipient of a Planning and Demonstration Grant that involves a demonstration activity agrees to provide an assessment of each demonstration activity and update the existing Action Plan, which will incorporate the information gathered in the Action Plan's list of projects or strategies and/or inform another part of the existing Action Plan. The Recipient also agrees that demonstration activities are temporary in nature and must be removed and/or ended

following the conclusion of the project if the assessment of the demonstration activities does not affirm that the activities provide safety benefits.

- 6.6** The Recipient of an Implementation Grant agrees to update its Action Plan within two years of the date of this agreement to: align with all Comprehensive Safety Action Plan components in Table 1 of the SS4A FY 2024 NOFO corresponding with any “no” responses in the Self-Certification Eligibility Worksheet; ensure that the Action Plan’s safety focus includes all road users, including pedestrians, bicyclists, and motor vehicle safety; and ensure that the Action Plan was last updated not more than three years prior.
- 6.7** The Recipient acknowledges that it is required to conduct certain environmental analyses and to prepare and submit to FHWA, or State with applicable NEPA Assignment authority, documents required under NEPA, and other applicable environmental statutes and regulations before the Government will obligate funds for Option Phase 1 under this agreement and provide the Recipient with a written notice to proceed with Option Phase 1.
- 6.8** The Government’s execution of this agreement does not in any way constitute pre-approval or waiver of any of the regulations imposed upon Recipient under the applicable Federal rules, regulations and laws regarding SS4A projects undertaken in accordance with the terms and conditions of this agreement. The Recipient shall comply with all applicable Federal requirements before incurring any costs under this agreement.
- 6.9** There are no other special grant requirements.

**ATTACHMENT A
PERFORMANCE MEASUREMENT INFORMATION**

Study Area:

- All non-limited access public roadways within the boundaries of the Town of West Hartford

Baseline Measurement Date: 4/1/2027

Baseline Report Date: 6/1/2027

Table 1: Performance Measure Table

Measure	Category and Description	Measurement Frequency and Reporting Deadline
Safety Performance	Fatalities: Total annual fatalities in the project location(s)	Annually and within 120 days after the end of the period of performance
Safety Performance	Serious Injuries: Total annual serious injuries in the project location(s) [if available]	Annually and within 120 days after the end of the period of performance
Safety Performance	Crashes by Road User Category: Total annual crashes in the project location(s) broken out by types of roadway users involved (e.g., pedestrians, bicyclists, motorcyclist, passenger vehicle occupant, commercial vehicle occupant)	Annually and within 120 days after the end of the period of performance
Costs	Project Costs: Quantification of the cost of each eligible project carried out using the grant	Within 120 days after the end of the period of performance
Outcomes and Benefits	Quantitative Project Benefits: Quantification of evidence-based projects or strategies implemented (e.g., miles of sidewalks installed, number of pedestrian crossings upgraded, etc.)	Within 120 days after the end of the

Measure	Category and Description	Measurement Frequency and Reporting Deadline
		period of performance
Outcomes and Benefits	Qualitative Project Benefits: Qualitative description of evidence-based projects or strategies implemented (e.g., narrative descriptions, testimonials, high-quality before and after photos, etc.)	Within 120 days after the end of the period of performance
Outcomes and Benefits	Project Location(s): GIS/geo coordinate information identifying specific project location(s)	Within 120 days after the end of the period of performance
Lessons Learned and Recommendations	Lessons Learned and Recommendations: Description of lessons learned and any recommendations relating to future projects or strategies to prevent death and serious injury on roads and streets.	Within 120 days after the end of the period of performance

**ATTACHMENT B
CHANGES FROM APPLICATION**

Scope: Scope was modified to eliminate the full time equivalent (FTE) planner position from the Vision Zero Safety and Awareness Campaign task as requested by US DOT during application review.

Additionally, the project area for Implementation #1 and Demonstration #3 was modified to include a ninth location, Prospect Avenue (New Park Avenue to Park Road) to account for an additional Road Safety Audit (RSA) conducted by the Town in 2024.

Schedule: Schedule was structurally modified to better align with US DOT phasing conventions. Final completion of implementation activities is targeted for 2030. This differs from the application materials, which included on the SF-424 a proposed a project end date of 12/31/2029. The difference is due to revising the estimate made at the time of the application of how long it would take to finalize and execute this agreement. The overall length of the Period of Performance (5 years) in this agreement is approximately the same, within a few months, as what was proposed in the narrative and SF-424 included in the application materials. Changing the Period of Performance in this agreement to the full 5 years allowed by statute resolves any potential need for amending the Period of Performance of this agreement.

Budget: Due to the scope reduction requested by US DOT as noted above, the budget amounts differ from the application materials. The overall budget was reduced by \$525,000 from \$4,497,625 to \$3,972,625. This represents a \$420,000 reduction in the Federal award amount as shown in the table below.

The table below provides a summary comparison of the project budget.

Fund Source	Application		Section 3.3	
	\$	%	\$	%
Previously Incurred Costs (Non-Eligible Project Costs)				
Federal Funds	\$0	0%	\$0	0%
Non-Federal Funds	\$0	0%	\$0	0%
Total Previously Incurred Costs	\$0	0%	\$0	0%
Future Eligible Project Costs				
SS4AFunds	\$3,598,100	80%	\$3,178,100	80%
Other Federal Funds				
Non-Federal Funds	\$899,525	20%	\$794,525	20%
Total Future Eligible Project Costs	\$4,497,625	100%	\$3,972,625	100%
Total Project Costs	\$4,497,625	100%	\$3,972,625	100%

ATTACHMENT C

[RESERVED]

ATTACHMENT D

[RESERVED]

**ATTACHMENT E
LABOR AND WORK**

1. Efforts to Support Good-Paying Jobs and Strong Labor Standards

The Recipient states that rows marked with “X” in the following table are accurate:

X	The Recipient or a project partner promotes robust job creation by supporting good-paying jobs directly related to the project with free and fair choice to join a union. <i>(Describe robust job creation and identify the good-paying jobs in the supporting narrative below.)</i>
	The Recipient or a project partner will invest in high-quality workforce training programs such as registered apprenticeship programs to recruit, train, and retain skilled workers, and implement policies such as targeted hiring preferences. <i>(Describe the training programs in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with high-quality workforce development programs with supportive services to help train, place, and retain workers in good-paying jobs or registered apprenticeships including through the use of local and economic hiring preferences, linkage agreements with workforce programs, and proactive plans to prevent harassment. <i>(Describe the supportive services provided to trainees and employees, preferences, and policies in the supporting narrative below.)</i>
	The Recipient or a project partner will partner and engage with local unions or other worker-based organizations in the development and lifecycle of the project, including through evidence of project labor agreements and/or community benefit agreements. <i>(Describe the partnership or engagement with unions and/or other worker-based organizations and agreements in the supporting narrative below.)</i>
	The Recipient or a project partner will partner with communities or community groups to develop workforce strategies. <i>(Describe the partnership and workforce strategies in the supporting narrative below.)</i>
X	The Recipient or a project partner has taken other actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards. <i>(Describe those actions in the supporting narrative below.)</i>
	The Recipient or a project partner has not yet taken actions related to the Project to create good-paying jobs with the free and fair choice to join a union and incorporate strong labor standards but, before beginning construction of the Project, will take relevant actions described in schedule B. <i>(Identify the relevant actions from schedule B in the supporting narrative below.)</i>
	The Recipient or a project partner has not taken actions related to the Project to improve good-paying jobs and strong labor standards and will not take those actions under this award.

2. Supporting Narrative.

The Town of West Hartford recognizes and respects the right of employees to be part of collective bargaining units in accordance with Connecticut’s Municipal Employee Relations Act (MERA). The Town and its Unions bargain collectively over terms and conditions of employment. The Town strives to

promote and maintain a positive labor management relationship between our various bargaining units and management.

Prevailing wage requirements will be a part of procurement of any construction contract RFPs as required by federal and state law.

**ATTACHMENT F
CRITICAL SECURITY INFRASTRUCTURE AND RESILIENCE**

1. Efforts to strengthen the Security and Resilience of Critical Infrastructure against both Physical and Cyber Threats.

The Recipient states that rows marked with “X” in the following table are accurate:

X	The Recipient demonstrates, prior to the signing of this agreement, effort to consider and address physical and cyber security risks relevant to the transportation mode and type and scale of the activities.
	The Recipient appropriately considered and addressed physical and cyber security and resilience in the planning, design and oversight of the project, as determined by the Department and the Department of Homeland Security.
X	The Recipient complies with 2 CFR 200.216 and the prohibition on certain telecommunications and video surveillance services or equipment.

2. Supporting Narrative.

The Technology staff conducts staff Cybersecurity awareness training and continually monitors for cyber attacks. The IT staff will be involved in the implementation of the automated enforcement camera systems to prevent cyber attacks.

The Town of West Hartford remains in compliance with 2 CFR 200.216 and the prohibition of certain telecommunications and video surveillance services or equipment.

ATTACHMENT G

[RESERVED]

U.S. DEPARTMENT OF TRANSPORTATION

**GENERAL TERMS AND CONDITIONS UNDER THE
FISCAL YEAR 2024 SAFE STREETS AND ROADS FOR ALL (“SS4A”) GRANT
PROGRAM:
FHWA PROJECTS**

Date: June 13, 2024
Revised: October 1, 2024
Revised: March 17, 2025

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GENERAL TERMS AND CONDITIONS

The Infrastructure Investment and Jobs Act (Pub. L. 117–58, November 15, 2021; also referred to as the “IIJA”) established the Safe Streets and Roads for All (the “SS4A”) Discretionary Grant Program (IIJA Section 24112) and appropriated funds to the United States Department of Transportation (the “USDOT”) under Division J, Title VIII of IIJA to implement the program. The funds are available to provide Federal financial assistance to support local initiatives to prevent death and serious injury on roads and streets, commonly referred to as “Vision Zero” or “Toward Zero Deaths” initiatives.

The USDOT published a Notice of Funding Opportunity (the “NOFO”) to solicit applications for Federal financial assistance in Fiscal Year 2024 for the SS4A Discretionary Grant Program.

These general terms and conditions are incorporated by reference in a project-specific grant agreement under the fiscal year 2024 SS4A grant program. Articles 1–6 are in the project-specific portion of the agreement. The term “Recipient” is defined in the project-specific portion of the agreement. Attachments A through F are project-specific attachments.

ARTICLE 7 PURPOSE

7.1 Purpose. The purpose of this award is to improve roadway safety by significantly reducing or eliminating roadway fatalities and serious injuries through safety action plan development or projects focused on all users, including pedestrians, bicyclists, public transportation users, motorists, personal conveyance and micromobility users, and commercial vehicle operators. The parties will accomplish that purpose by achieving the following objectives:

- (1) timely completing the Project; and
- (2) ensuring that this award does not substitute for non-Federal investment in the Project, except as proposed in the Grant Application, as modified by section 3.3 and Attachment B.

ARTICLE 8 USDOT ROLE

8.1 Division of USDOT Responsibilities.

- (a) The Office of the Secretary of Transportation is ultimately responsible for the USDOT’s administration of the SS4A Grant Program.

- (b) The Federal Highway Administration (the “FHWA”) will administer this grant agreement on behalf of the USDOT. In this agreement, the “**Administering Operating Administration**” means the FHWA.

8.2 USDOT Program Contact.

Safe Streets and Roads for All
Federal Highway Administration
Office of Safety
1200 New Jersey Avenue SE
HSSA-1, Mail Drop E71-117
Washington, DC 20590
SS4A.FHWA@dot.gov
(202) 366-2822

**ARTICLE 9
RECIPIENT ROLE**

9.1 Statements on the Project. The Recipient states that:

- (1) all material statements of fact in the Grant Application were accurate when that application was submitted; and
- (2) Attachment B documents all material changes in the information contained in that application.

9.2 Statements on Authority and Capacity. The Recipient states that:

- (1) it has the authority to receive Federal financial assistance under this agreement;
- (2) it has the legal authority to complete the Project, including either ownership and/or maintenance responsibilities over a roadway network; safety responsibilities that affect roadways; or has an agreement from the agency that has ownership and/or maintenance responsibilities for the roadway within the applicant’s jurisdiction; if applicable;
- (3) it has the capacity, including institutional, managerial, and financial capacity, to comply with its obligations under this agreement;
- (4) not less than the difference between the “Total Eligible Project Cost” and the “SS4A Grant Amount” listed in section 3.3 are committed to fund the Project;
- (5) it has sufficient funds available, or an agreement with the agency that has ownership and/or maintenance responsibilities for the roadway within the

recipient's jurisdiction, to ensure that infrastructure completed or improved under this agreement will be operated and maintained in compliance with this agreement and applicable Federal law; and

- (6) the individual executing this agreement on behalf of the Recipient has authority to enter this agreement and make the statements in this article 9 and in section 27.7 on behalf of the Recipient.

9.3 USDOT Reliance. The Recipient acknowledges that:

- (1) the USDOT relied on statements of fact in the Grant Application to select the Project to receive this award;
- (2) the USDOT relied on statements of fact in both the Grant Application and this agreement to determine that the Recipient and the Project are eligible under the terms of the NOFO;
- (3) the USDOT relied on statements of fact in both the Grant Application and this agreement to establish the terms of this agreement; and
- (4) the USDOT's selection of the Project to receive this award prevented awards under the NOFO to other eligible applicants.

9.4 Project Delivery.

- (a) The Recipient shall complete the Project under the terms of this agreement.
- (b) The Recipient shall ensure that the Project is financed, constructed, operated, and maintained in accordance with all applicable Federal laws, regulations, and policies.
- (c) The Recipient shall provide any certifications or assurances deemed necessary by the USDOT in ensuring the Recipient's compliance with all applicable laws, regulations, and policies.
- (d) The Recipient shall provide access to records as provided at 2 C.F.R. 200.337.

9.5 Rights and Powers Affecting the Project.

- (a) The Recipient shall not take or permit any action that deprives it of any rights or powers necessary to the Recipient's performance under this agreement without written approval of the USDOT.
- (b) The Recipient shall act, in a manner acceptable to the USDOT, promptly to acquire, extinguish, or modify any outstanding rights or claims of right of others that would interfere with the Recipient's performance under this agreement.

- 9.6 Notification of Changes to Key Personnel.** The Recipient shall notify all USDOT representatives who are identified in Section 4.3 in writing within 30 calendar days of any change in key personnel who are identified in Section 4.2.

ARTICLE 10 AWARD AMOUNT, OBLIGATION, AND TIME PERIODS

- 10.1 Federal Award Amount** The USDOT hereby awards a SS4A Grant to the Recipient in the amount listed in section 2.2 as the SS4A Grant Amount.

10.2 Federal Obligations.

This agreement obligates funds for the period of performance listed on Page 1, Block 6 of the grant agreement.

- (a) If the Federal Obligation Type identified in section 2.3 is “Single,” then the project-specific agreement obligates for the budget period the amount listed in Section 2.2. as the Grant Amount and sections 10.2 (c)–10.2(f) do not apply to the project specific agreement.
- (b) If the Federal Obligation Type identified in section 2.3 is “Multiple,” (for phased agreements) then an amount up to the Grant Amount listed in Section 2.2 will be obligated with one initial obligation and one or more subsequent, optional obligations, as described in sections 10.2(c)–10.2(f).
- (c) The Obligation Condition Table in section 2.3 allocates the Grant funds among separate phases of the Project for the purpose of the Federal obligation of funds. The scope of each phase of the Project that is identified in that table is described in section 2.3.
- (d) The project-specific agreement obligates for the budget period only the amounts allocated in the Obligation Condition Table in section 2.3 to portions of the Project for which that table does not list an obligation condition.
- (e) The project-specific agreement does not obligate amounts allocated in the Obligation Condition Table in section 2.3 to portions of the Project for which that table lists an obligation condition. The parties may obligate the amounts allocated to those portions of the Project only by modifying the project specific agreement under section 21.
- (f) For each portion of the Project for which the Obligation Condition Table in section 2.3 lists an obligation condition, the amount allocated in that table to that portion of the Project will be obligated if the condition is met not later than the date listed in Section 2.4 of the project-specific agreement.

(g) For any portion of the Project for which the Obligation Condition Table in section 2.3 lists an obligation condition, if the obligation condition is satisfied, the parties amend this agreement documenting that:

(1) the FHWA determines that the obligation condition listed in that table for that portion of the Project is satisfied; and

(2) the FHWA determines that all applicable Federal requirements for obligating the amount are satisfied.

(h) The Recipient shall not request reimbursement of costs for a portion of the Project for which the Obligation Condition Table in section 2.3 lists an obligation condition, unless the amount allocated in that table to that portion of the Project is obligated under section 10.2(c)-(f).

(i) Reserved.

(j) The Recipient acknowledges that:

(1) the FHWA is not liable for payments for a portion of the Project for which the Obligation Condition Table in section 2.3 lists an obligation condition, unless the amount allocated in that table to that portion of the Project is obligated under section 10.2(c)-(f);

(2) any portion of the Grant that is not obligated under this section 10.2 by the budget period end date identified in the project-specific agreement for those funds lapses on the day after that date and becomes unavailable for the Project; and

(3) the FHWA may consider the failure to obligate funds by the budget period end date identified in the project-specific agreement as applicable to the Grant Program for those funds to be a basis for terminating the project-specific agreement under section 16.

10.3 Budget Period

The budget period for this award begins on the effective date of this agreement and ends on the budget period end date that is listed in section 2.4, which shall be no later than 5 years from the date of grant execution. In this agreement, “budget period” is used as defined at 2 C.F.R. 200.1.

10.4 Period of Performance.

(a) The period of performance for this award begins on the effective date of award listed in page 1, Block 2 and ends on the period of performance end date that is listed in Page 1, Block 6.

(b) In this agreement, “period of performance” is used as defined at 2 C.F.R. 200.1.

ARTICLE 11
STATEMENT OF WORK, SCHEDULE, AND BUDGET CHANGES

- 11.1 Notification Requirement.** The Recipient shall notify all USDOT representatives who are identified in section 4.3 in writing within 30 calendar days of any change in circumstances or commitments that adversely affect the Recipient’s plan to complete the Project. In that notification, the Recipient shall describe the change and what actions the Recipient has taken or plans to take to ensure completion of the Project. This notification requirement under this section 11.1 is separate from any requirements under this article 11 that the Recipient request amendment of this agreement.
- 11.2 Statement of Work Changes.** If the Project’s activities differ from the statement of work that is described in section 3.1 and Attachment B, then the Recipient shall request an amendment of this agreement to update section 3.1.
- 11.3 Schedule Changes.** If one or more of the following conditions are satisfied, then the Recipient shall request an amendment of this agreement to update the relevant date(s):
- (1) a substantial completion date for the Project or a component of the Project that is listed in section 3.2 and the Recipient’s estimate for that milestone changes to a date that is more than six months after the date listed in section 3.2; or
 - (2) a schedule change would require the period of performance to continue after the period of performance end date listed on Page 1, Block 6 (i.e., for projects with multiple phases, changes to the base phase budget period end date for projects with two phases, or changes to base or secondary phase budget period end dates for projects with three phases, etc., will not trigger notification/modification requirements).

For other schedule changes, the Recipient shall request an amendment of this agreement unless the USDOT has consented, in writing consistent with applicable requirements, to the change.

11.4 Budget Changes.

- (a) The Recipient acknowledges that if the cost of completing the Project increases:
 - (1) that increase does not affect the Recipient’s obligation under this agreement to complete the Project; and
 - (2) the USDOT will not increase the amount of this award to address any funding shortfall.
- (b) The Recipient shall request an amendment of this agreement to update section 3.3 and Attachment B if, in comparing the Project’s budget to the amounts listed in section 3.3:
 - (1) the “Non-Federal Funds” amount decreases; or

- (2) the “Total Eligible Project Cost” amount decreases.
- (c) For budget changes that are not identified in section 11.4(b), the Recipient shall request an amendment of this agreement to update section 3.3 and Attachment B unless the USDOT has consented, in writing consistent with applicable requirements, to the change.
- (d) If the actual eligible project costs are less than the “Total Eligible Project Cost” that is listed in section 3.3, then the Recipient may propose to the USDOT, in writing consistent with applicable requirements, specific additional activities that are within the scope of this award, as defined in sections 7.1 and 3.1, and that the Recipient could complete with the difference between the “Total Eligible Project Cost” that is listed in section 3.3 and the actual eligible project costs.
- (e) If the actual eligible project costs are less than the “Total Eligible Project Cost” that is listed in section 3.3 and either the Recipient does not make a proposal under section 11.4(d) or the USDOT does not accept the Recipient’s proposal under section 11.4(d), then:
 - (1) in a request under section 11.4(b), the Recipient shall reduce the Federal Share by the difference between the “Total Eligible Project Cost” that is listed in section 3.3 and the actual eligible project costs; and
 - (2) if that amendment reduces this award and the USDOT had reimbursed costs exceeding the revised award, the Recipient shall request to add additional project work that is within the scope of this project.

In this agreement, “**Federal Share**” means the sum of the “SS4A Grant Amount” and the “Other Federal Funds” amounts that are listed in section 3.3(a).

- (f) The Recipient acknowledges that amounts that are required to be refunded under section 11.4(e)(2) constitute a debt to the Federal Government that the USDOT may collect under 2 C.F.R. 200.346 and the Standards for Administrative Collection of Claims (31 C.F.R. part 901).

11.5 USDOT Acceptance of Changes. The USDOT may accept or reject amendments requested under this article 11, and in doing so may elect to consider only the interests of the SS4A grant program and the USDOT. The Recipient acknowledges that requesting an amendment under this article 11 does not amend, modify, or supplement this agreement unless the USDOT accepts that amendment request and the parties modify this agreement under section 21.1.

ARTICLE 12 GENERAL REPORTING TERMS

12.1 Report Submission. The Recipient shall send all reports required by this agreement to all USDOT contacts who are listed in section 4.3. Reports will be added to a central repository maintained by FHWA.

12.2 Alternative Reporting Methods. FHWA may establish processes for the Recipient to submit reports required by this agreement, including electronic submission processes. If the Recipient is notified of those processes in writing, the Recipient shall use the processes required by the FHWA.

12.3 Paperwork Reduction Act Notice.

Under 5 C.F.R. 1320.6, the Recipient is not required to respond to a collection of information that does not display a currently valid control number issued by the Office of Management and Budget (the “OMB”). Collections of information conducted under this agreement are approved under OMB Control No. 2125-0675.

ARTICLE 13 PROGRESS AND FINANCIAL REPORTING

13.1 Quarterly Performance Progress Reports. Quarterly, on or before the 20th day of the first month of each calendar year (e.g., reports due on or before January 20th, April 20th, July 20th, and October 20th) and until the end of the period of performance, the Recipient shall submit to the USDOT a Quarterly Performance Progress Report in the format and with the content described in Exhibit C. If the date of this agreement is in the final month of a calendar year, then the Recipient shall submit the first Quarterly Performance Progress Report in the second calendar year quarter that begins after the date of this agreement.

13.2 Quarterly Financial Status. Quarterly, on or before the 20th day of the first month of each calendar year (e.g., reports due on or before January 20th, April 20th, July 20th, and October 20th) and until the end of the period of performance, the Recipient shall submit a Federal Financial Report using SF-425.

13.3 Final Performance Progress Reports and Financial Status. No later than 120 days after the end of the period of performance, the Recipient shall submit:

- (1) a Final Performance Progress Report in the format and with the content described in Exhibit C for each Quarterly Performance Progress Report, including a final Federal Financial Report (SF-425); and
- (2) any other information required under the Administering Operating Administration's award closeout procedures.

ARTICLE 14 PERFORMANCE REPORTING

14.1 Baseline Performance Measurement. Recipients of Implementation Grants or Planning and Demonstration Grants with demonstration activities shall:

- (1) collect data for each performance measure that is identified in the Performance Measure Table in Attachment A, accurate as of the Baseline Measurement Date that is identified in Attachment A; and
- (2) on or before the Baseline Report Date that is stated in Attachment A, the Recipient shall submit a Baseline Performance Measurement Report that contains the data collected under this section 14.1 and a detailed description of the data sources, assumptions, variability, and estimated levels of precision for each performance measure that is identified in the Performance Measure Table in Attachment A.

14.2 SS4A Final Report.

The Recipient shall submit to the USDOT, not later than 120 days after the end of the period of performance, a report in the format specified by FHWA and with the content described in Attachment A that describes, consistent with sections 24112(g)-(h) of IIJA:

- (1) the costs of each eligible project and strategy carried out using the grant;
- (2) the roadway safety outcomes and any additional benefits (e.g., increased walking, biking, or transit use without a commensurate increase in serious and fatal crashes, etc.) that each such project and strategy has generated, as—
 - identified in the grant application; and
 - measured by data to the maximum extent practicable;
- (3) [RESERVED]
- (4) the lessons learned, and any recommendations related to future projects or strategies to prevent death and serious injuries on roads and streets.

14.3 Performance Measurement Information.

For each performance measure identified to be submitted annually in the Performance Measure Table in Attachment A, not later than January 31 of each year, the Recipient shall submit to the USDOT a Performance Measurement Report containing the data collected in the previous calendar year and stating the dates when the data was collected.

14.4 Performance Reporting Survival.

The data collection and reporting requirements in this article 14 survive the termination of this agreement which is three years post period of performance.

14.5 Program Evaluation.

As a condition of grant award, the recipient may be required to participate in an evaluation undertaken by USDOT, or another agency or partner. The evaluation may take different forms such as an implementation assessment across grant recipients, an impact and/or outcomes analysis of all or selected sites within or across grant recipients, before/after photographs of the sites, qualitative activities such as videos describing the project and its impact on the community, or a benefit/cost analysis or assessment of return on investment. The Department may require applicants to collect data elements to aid the evaluation. As a part of the evaluation, as a condition of award, grant recipients must agree to: (1) make records available to the evaluation contractor; (2) provide access to program records, and any other relevant documents to calculate costs and benefits; (3) in the case of an impact analysis, facilitate the access to relevant information as requested; and (4) follow evaluation procedures as specified by the evaluation contractor or USDOT staff.

ARTICLE 15

NONCOMPLIANCE AND REMEDIES

15.1 Noncompliance Determinations.

- (a) If the USDOT determines that the Recipient may have failed to comply with the United States Constitution, Federal law, or the terms and conditions of this agreement, the USDOT may notify the Recipient of a proposed determination of noncompliance. For the notice to be effective, it must be written and the USDOT must include an explanation of the nature of the noncompliance, describe a remedy, state whether that remedy is proposed or effective at an already determined date, and describe the process through and form in which the Recipient may respond to the notice.
- (b) If the USDOT notifies the Recipient of a proposed determination of noncompliance under section 15.1(a), the Recipient may, not later than 7 calendar days after the notice, respond to that notice in the form and through the process described in that notice. In its response, the Recipient may:

- (1) accept the remedy;
- (2) acknowledge the noncompliance, but propose an alternative remedy; or
- (3) dispute the noncompliance.

To dispute the noncompliance, the Recipient must include in its response documentation or other information supporting the Recipient's compliance.

- (c) The USDOT may make a final determination of noncompliance only:
- (1) after considering the Recipient's response under section 15.1(b); or
 - (2) if the Recipient fails to respond under section 15.1(b), after the time for that response has passed.
- (d) To make a final determination of noncompliance, the USDOT must provide a notice to the Recipient that states the basis for that determination.

15.2 Remedies.

- (a) If the USDOT makes a final determination of noncompliance under section 15.1(d), the USDOT may impose a remedy, including:
- (1) additional conditions on the award;
 - (2) any remedy permitted under 2 C.F.R. 200.339–200.340, including withholding of payments; disallowance of previously reimbursed costs, requiring refunds from the Recipient to USDOT; suspension or termination of the award; or suspension and disbarment under 2 C.F.R. part 180; or
 - (3) any other remedy legally available.
- (b) To impose a remedy, the USDOT must provide a written notice to the Recipient that describes the remedy, but the USDOT may make the remedy effective before the Recipient receives that notice.
- (c) If the USDOT determines that it is in the public interest, the USDOT may impose a remedy, including all remedies described in section 15.2(a), before making a final determination of noncompliance under section 15.1(d). If it does so, then the notice provided under section 15.1(d) must also state whether the remedy imposed will continue, be rescinded, or modified.
- (d) In imposing a remedy under this section 15.2 or making a public interest determination under section 15.2(c), the USDOT may elect to consider the interests of only the USDOT.
- (e) The Recipient acknowledges that amounts that the USDOT requires the Recipient to refund to the USDOT due to a remedy under this section 15.2 constitute a debt to the

Federal Government that the USDOT may collect under 2 C.F.R. 200.346 and the Standards for Administrative Collection of Claims (31 C.F.R. part 901).

15.3 Other Oversight Entities.

Nothing in this article 15 limits any party's authority to report activity under this agreement to the United States Department of Transportation Inspector General or other appropriate oversight entities.

ARTICLE 16 AGREEMENT TERMINATION

16.1 USDOT Termination.

- (a) The USDOT may terminate this agreement and all its obligations under this agreement if any of the following occurs:
 - (1) the Recipient fails to obtain or provide any non-SS4A Grant contribution (all eligible project costs other than the SS4A Grant Amount, as described in section 3.3(a) of the grant agreement) or alternatives approved by the USDOT as provided in this agreement and consistent with article 3;
 - (2) a construction start date for the project or strategy is listed in section 3.2 and the Recipient fails to meet that milestone by six months after the date listed in section 3.2;
 - (3) a substantial completion date for the project or strategy is listed in section 3.2 and the Recipient fails to meet that milestone by six months after the date listed in section 3.2;
 - (4) the Recipient fails to comply with the terms and conditions of this agreement, including a material failure to comply with the schedule in section 3.2 even if it is beyond the reasonable control of the Recipient; or,
 - (5) the USDOT determines that termination of this agreement is in the public interest.
 - (6) the Recipient fails to expend the funds within 5 years after the date on which the government executes the grant agreement, which is the date funds are provided for the project.
- (b) In terminating this agreement under this section, the USDOT may elect to consider only the interests of the USDOT.
- (c) This section 16.1 does not limit the USDOT's ability to terminate this agreement as a remedy under section 15.2.

- (d) The Recipient may request that the USDOT terminate the agreement under this section 16.1.

16.2 Closeout Termination.

- (a) This agreement terminates on Project Closeout.
- (b) In this agreement, “**Project Closeout**” means the date that the USDOT notifies the Recipient that the award is closed out. Under 2 C.F.R. 200.344, Project Closeout should occur no later than one year after the end of the period of performance.

16.3 Post-Termination Adjustments. The Recipient acknowledges that under 2 C.F.R. 200.345–200.346, termination of the agreement does not extinguish the USDOT’s authority to disallow costs, including costs that USDOT reimbursed before termination, and recover funds from the Recipient.

16.4 Non-Terminating Events.

- (a) The end of the period of performance described under section 10.4 does not terminate this agreement or the Recipient’s obligations under this agreement.
- (b) The liquidation of funds under section 20.1 does not terminate this agreement or the Recipient’s obligations under this agreement.

16.5 Other Remedies. The termination authority under this article 16 supplements and does not limit the USDOT’s remedial authority under article 15 or 2 C.F.R. part 200, including 2 C.F.R. 200.339–200.340.

ARTICLE 17 MONITORING, FINANCIAL MANAGEMENT, CONTROLS, AND RECORDS

17.1 Recipient Monitoring and Record Retention.

- (a) The Recipient shall monitor activities under this award, including activities under subawards and contracts, to ensure:
 - (1) that those activities comply with this agreement; and
 - (2) that funds provided under this award are not expended on costs that are not allowable under this award or not allocable to this award.
- (b) If the Recipient makes a subaward under this award, the Recipient shall monitor the activities of the subrecipient in compliance with 2 C.F.R. 200.332(e).
- (c) The Recipient shall retain records relevant to the award as required under 2 C.F.R. 200.334.

17.2 Financial Records and Audits.

- (a) The Recipient shall keep all project accounts and records that fully disclose the amount and disposition by the Recipient of the award funds, the total cost of the project, and the amount or nature of that portion of the cost of the project supplied by other sources, and any other financial records related to the project.
- (b) The Recipient shall keep accounts and records described under section 17.2(a) in accordance with a financial management system that meets the requirements of 2 C.F.R. 200.302–200.307, 2 C.F.R. part 200, subpart F, and title 23, United States Code, and will facilitate an effective audit in accordance with 31 U.S.C. 7501–7506.
- (c) The Recipient shall separately identify expenditures under the fiscal year 2024 SS4A grants program in financial records required for audits under 31 U.S.C. 7501–7506. Specifically, the Recipient shall:
 - (1) list expenditures under that program separately on the schedule of expenditures of Federal awards required under 2 C.F.R. part 200, subpart F, including “FY 2024” in the program name; and
 - (2) list expenditures under that program on a separate row under Part II, Item 1 (“Federal Awards Expended During Fiscal Period”) of Form SF-SAC, including “FY 2024” in column c (“Additional Award Identification”).

17.3 Internal Controls. The Recipient shall establish and maintain internal controls as required under 2 C.F.R. 200.303.

17.4 USDOT Record Access. The USDOT may access Recipient records related to this award under 2 C.F.R. 200.337.

ARTICLE 18 CONTRACTING AND SUBAWARDS

18.1 Build America, Buy America. This award term implements § 70914(a) of the Build America, Buy America Act, Pub. L. No. 117-58, div. G, tit. IX, subtitle A, 135 Stat. 429, 1294 (2021), 2 CFR part 184, and Office of Management and Budget (OMB) Memorandum M-24-02, “Implementation Guidance on Application of Buy America Preference in Federal Financial Assistance Programs for Infrastructure.”

Requirement to Use Iron, Steel, Manufactured Products, and Construction Materials Produced in the United States.

The Recipient shall not use funds provided under this award for a project for infrastructure unless:

- (1) all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States;
- (2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product; and
- (3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States. The construction material standards for each construction material are provided at 2 CFR 184.6.

Inapplicability.

The domestic content procurement preference in this award term only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a domestic content procurement preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project.

Categorization of articles, materials, and supplies.

An article, material, or supply should only be classified into one of the following categories: (i) Iron or steel products; (ii) manufactured products; (iii) construction materials; or (iv) Section 70917(c) materials. An article, material, or supply should not be considered to fall into multiple categories. In some cases, an article, material, or supply may not fall under any of the categories listed in this paragraph. The classification of an article, material, or supply as falling into one of the categories listed in this paragraph must be made based on its status at the time it is brought to the work site for incorporation into an infrastructure project. In general, the work site is the location of the infrastructure project at which the iron, steel, manufactured products, and construction materials will be incorporated. An article, material, or supply incorporated into an infrastructure project must meet the requirements for only the single category in which it is classified.

Waivers.

When necessary, the Recipient may apply for, and the USDOT may grant, a waiver from the domestic content procurement preference in this award term.

A request to waive the application of the domestic content procurement preference must be in writing. The USDOT will provide instructions on the waiver process and on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Office of Management and Budget (OMB) Made in America Office.

When the USDOT has made a determination that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the USDOT determines that:

- (1) applying the domestic content procurement preference would be inconsistent with the public interest;
- (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or
- (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent.

There may be instances where an award qualifies, in whole or in part, for an existing waiver described at <https://www.transportation.gov/office-policy/transportation-policy/made-in-america>.

Definitions

“**Construction materials**” means articles, materials, or supplies that consist of only one of the items listed in paragraph (21) of this definition, except as provided in paragraph (2) of this definition. To the extent that one of the items listed in paragraph (1) contains as inputs other items listed in paragraph (1), it is nonetheless a construction material.

- (1) The listed items are:
 - non-ferrous metals;
 - plastic and polymer-based products (including polyvinylchloride, composite building materials, and polymers used in fiber optic cables);
 - glass (including optic glass);
 - fiber optic cable (including drop cable)
 - lumber;
 - engineered wood; and
 - drywall.

(2) Minor additions of articles, materials, supplies, or binding agents to a construction material do not change the categorization of the construction material.

“Domestic content procurement preference” means all iron and steel used in the project are produced in the United States; the manufactured products used in the project are produced in the United States; or the construction materials used in the project are produced in the United States.

“Iron or steel products” means articles, materials, or supplies that consist wholly or predominantly of iron or steel or a combination of both.

“Manufactured products” means

(1) Articles, materials, or supplies that have been: (i) Processed into a specific form and shape; or (ii) combined with other articles, materials, or supplies to create a product with different properties than the individual articles, materials, or supplies.

(2) If an item is classified as an iron or steel product, a construction material, or a Section 70917(c) material under 2 CFR 184.4(e) and the definitions set forth in 2 CFR 184.3, then it is not a manufactured product. However, an article, material, or supply classified as a manufactured product under 2 CFR 184.4(e) and paragraph (1) of this definition may include components that are construction materials, iron or steel products, or Section 70917(c) materials.

“Predominantly of iron or steel or a combination of both” means that the cost of the iron and steel content exceeds 50 percent of the total cost of all its components. The cost of iron and steel is the cost of the iron or steel mill products (such as bar, billet, slab, wire, plate, or sheet), castings, or forging utilized in the manufacture of the product and a good faith estimate of the cost of iron or steel components.

“Project” means the development of a safety action plan (including supplemental and topical plans) or the temporary or permanent construction, alteration, maintenance, or repair of infrastructure in the United States.

“Section 70917(c) materials” cement and cementitious materials; aggregates such as stone, sand, or gravel; or aggregate binding agents or additives.

18.2 Small and Disadvantaged Business Requirements. The Recipient shall expend all funds under this award in compliance with the requirements at 2 C.F.R. 200.321 including any amendments thereto.

18.3 Engineering and Design Services. The Recipient shall award each contract or sub-contract for program management, construction management, planning studies, feasibility studies, architectural services, preliminary engineering, design, engineering, surveying, mapping, or related services with respect to the project in the same manner that a contract

for architectural and engineering services is negotiated under 2 C.F.R. 200.320 or an equivalent qualifications-based requirement prescribed for or by the Recipient.

18.4 Foreign Market Restrictions. The Recipient shall not allow funds provided under this award to be used to fund the use of any product or service of a foreign country during the period in which such foreign country is listed by the United States Trade Representative as denying fair and equitable market opportunities for products and suppliers of the United States in procurement and construction.

18.5 Prohibition on Certain Telecommunications and Video Surveillance Services or Equipment. The Recipient acknowledges that Section 889 of Pub. L. No. 115-232, 2 C.F.R. 200.216 and 2 C.F.R. 200.471 prohibit the Recipient and all subrecipients from procuring or obtaining certain telecommunications and video surveillance services or equipment under this award.

18.6 Recipient Responsibilities for Subawards.

If the Recipient makes a subaward under this award, the Recipient shall comply with the requirements on pass-through entities under 2 C.F.R. parts 200 and 1201, including 2 C.F.R. 200.331–200.333.

18.7 Subaward and Contract Authorization.

If the USDOT Office for Subaward Authorization identified in section 5.1 is “FHWA Office of Acquisition and Grants Management,” then the Recipient must follow the requirements in 2 C.F.R. 200.308 (f) (6) and 2 C.F.R. 200.333, as applicable, for the subaward of any SS4A Grant work under the Project-Specific Agreement. Approvals under 2 CFR 200.308(f)(6) do not apply to the procurement acquisition of goods and services.

**ARTICLE 19
COSTS, PAYMENTS, AND UNEXPENDED FUNDS**

19.1 Limitation of Federal Award Amount. Under this award, the USDOT shall not provide funding greater than the amount obligated on the SS4A Grant cover page, Item 11, Federal Funds Obligated. The Recipient acknowledges that USDOT is not liable for payments exceeding that amount, and the Recipient shall not request reimbursement of costs exceeding that amount.

19.2 Projects Costs. This award is subject to the cost principles at 2 C.F.R. part 200 subpart E, including provisions on determining allocable costs and determining allowable costs.

19.3 Timing of Project Costs.

- (a) The Recipient shall not charge to this award costs that are incurred after the period of performance.

- (b) The Recipient shall not charge to this award costs that were incurred before the effective date of award of this agreement unless there has been an approval of pre-award costs under 2 C.F.R. 200.458.

19.4 Recipient Recovery of Federal Funds. The Recipient shall make all reasonable efforts, including initiating litigation, if necessary, to recover Federal funds if the USDOT determines, after consultation with the Recipient, that those funds have been spent fraudulently, wastefully, or in violation of Federal laws, or misused in any manner under this award. The Recipient shall not enter a settlement or other final position, in court or otherwise, involving the recovery of funds under the award unless approved in advance in writing by the USDOT.

19.5 Unexpended Federal Funds. Any Federal funds that are awarded at section 10.1 but not expended on allocable, allowable costs remain the property of the United States.

19.6 Timing of Payments to the Recipient. When reimbursement is used, the Recipient shall not request reimbursement of a cost before the Recipient has entered an obligation for that cost.

19.7 Payment Method. The USDOT may deny a payment request that is not submitted using the method identified in section 5.2.

19.8 Information Supporting Expenditures.

(a) If the USDOT Payment System identified in section 5.2 is “DELPHI iSupplier,” then when requesting reimbursement of costs incurred or credit for cost share incurred, the Recipient shall electronically submit the SF-270 (Request for Advance or Reimbursement) or SF-271 (Outlay Report and Request for Reimbursement for Construction Programs), shall identify the Federal share and the Recipient’s share of costs, and shall submit supporting cost detail to clearly document all costs incurred. As supporting cost detail, the Recipient shall include a detailed breakout of all costs incurred, including direct labor, indirect costs, other direct costs, and travel.

(b) If the Recipient submits a request for reimbursement that the USDOT determines does not include or is not supported by sufficient detail, the USDOT may deny the request or withhold processing the request until the Recipient provides sufficient detail.

19.9 Reimbursement Frequency. If the USDOT Payment System identified in section 5.2 is “DELPHI iSupplier,” then the Recipient shall not request reimbursement more frequently than monthly.

19.10 Match. The recipient should show on each request for reimbursement that at least 20 percent of the incurred costs will count towards match. If the recipient intends to vary the match percentage over the life of the project, it must communicate its plan to USDOT. The recipient is responsible for tracking match according to the plan. At the completion of the grant award, the cost share requirement must be met, and Federal funds must not exceed the project's Federal share.

ARTICLE 20
LIQUIDATION, ADJUSTMENTS, AND FUNDS AVAILABILITY

20.1 Liquidation of Recipient Obligations.

(a) The Recipient shall liquidate all obligations of award funds under this agreement not later than the earlier of (1) 120 days after the end of the period of performance or (2) the statutory availability to eligible entities date, which shall be 5 years after the date on which the grant is provided.

(b) Liquidation of obligations and adjustment of costs under this agreement follow the requirements of 2 C.F.R. 200.344–200.346.

ARTICLE 21
AGREEMENT MODIFICATIONS

21.1 Bilateral Amendments. The parties may amend, modify, or supplement this agreement by mutual agreement in writing signed by the USDOT and the Recipient. Either party may request to amend, modify, or supplement this agreement by written notice to the other party.

21.2 Unilateral Contact Modifications. The USDOT may update the contacts who are listed in section 4.3 by written notice to all the Recipient contacts who are listed in sections 4.1 and 4.2.

21.3 USDOT Unilateral Modifications.

(a) The USDOT may unilaterally modify this agreement to comply with Federal law, including the Program Statute.

(b) To unilaterally modify this agreement under this section 20.3(a), the USDOT must provide a notice to the Recipient that includes a description of the modification and state the date that the modification is effective.

21.4 Other Modifications. The parties shall not amend, modify, or supplement this agreement except as permitted under sections 21.1, 21.2, 21.3. If an amendment, modification, or supplement is not permitted under section 21.1, not permitted under section 21.2, and not permitted under section 21.3, it is void.

ARTICLE 22

[RESERVED]

ARTICLE 23

[RESERVED]

**ARTICLE 24
LABOR AND WORKFORCE**

24.1 Labor and Workforce. Attachment E documents the consideration of job quality and labor rights, standards, and protections related to the Project.

**ARTICLE 25
CRITICAL INFRASTRUCTURE SECURITY AND RESILIENCE**

25.1 Critical Infrastructure Security and Resilience.

Consistent with Presidential Policy Directive 21, “Critical Infrastructure Security and Resilience” (Feb. 12, 2013), and the National Security Presidential Memorandum on Improving Cybersecurity for Critical Infrastructure Control Systems (July 28, 2021), the Recipient shall consider physical and cyber security and resilience in planning, design, and oversight of the Project. Attachment F documents the consideration of critical security infrastructure for projects that include the purchase of information technology and/or operational technology.

**ARTICLE 26
CIVIL RIGHTS AND TITLE VI**

26.1 Civil Rights and Title VI

(a) The purpose of sections 26.1(b)–26.1(c) is to ensure that the Recipient has a plan to comply with civil rights obligations and nondiscrimination laws, including Title VI and 49 C.F.R. part 21, including any amendments thereto.

(b) If the Recipient is an Existing Recipient, the Recipient shall submit to the USDOT either:

(1) not later than one month after the date of this agreement, documentation showing that the Recipient has complied with all reporting requirements under the Administering Operating Administration's implementation of Title VI; or

(2) not later than six months after the date of this agreement, both a Title VI Plan and a Community Participation Plan, as those plans are described in chapter II, sections 3–4 of DOT Order 1000.12C.

(c) If the Recipient is "New," then the Administering Operating Administration completed a Title VI Assessment of the Recipient, as described in chapter II, section 2 of DOT Order 1000.12C., before entering this agreement.

(d) In this section 26.1:

(1) "**Title VI**" means Title VI of the Civil Rights Act of 1964, Pub. L. No. 88-352 (codified at 42 U.S.C. 2000d to 2000d-4a).

(2) "**Existing**" means a prior recipient of DOT federal financial assistance since the publication of DOT Order 1000.12C on June 11, 2021.

(3) "**New**" means a recipient who has not received DOT federal financial assistance since the publication of DOT Order 1000.12C on June 11, 2021.

ARTICLE 27 FEDERAL FINANCIAL ASSISTANCE, ADMINISTRATIVE, AND NATIONAL POLICY REQUIREMENTS

27.1 Uniform Administrative Requirements for Federal Awards. The Recipient shall comply with the obligations on non-Federal entities under 2 C.F.R. parts 200 and 1201.

27.2 Federal Law and Public Policy Requirements.

(a) The Recipient shall ensure that Federal funding is expended in full accordance with the United States Constitution, Federal law, and statutory and public policy requirements: including but not limited to, those protecting free speech, religious liberty, public welfare, the environment, and prohibiting discrimination; and Recipient will cooperate with Federal officials in the enforcement of Federal law, including cooperating with and not impeding U.S. Immigration and Customs Enforcement (ICE) and other Federal offices and components of the Department of Homeland Security in the enforcement of Federal immigration law.

(b) Pursuant to Executive Order 14173, *Ending Illegal Discrimination And Restoring Merit-Based Opportunity*, the Recipient agrees that its compliance in all respects with all

applicable Federal anti-discrimination laws is material to the government's payment decisions for purposes of section 3729(b)(4) of title 31, United States Code.

- (c) Pursuant to Executive Order 14173, *Ending Illegal Discrimination And Restoring Merit-Based Opportunity*, by entering into this agreement, the Recipient certifies that it does not operate any programs promoting diversity, equity, and inclusion (DEI) initiatives that violate any applicable Federal anti-discrimination law.
- (d) The failure of this agreement to expressly identify Federal law applicable to the Recipient or activities under this agreement does not make that law inapplicable.

27.3 Federal Freedom of Information Act.

- (a) The USDOT is subject to the Freedom of Information Act, 5 U.S.C. 552.
- (b) The Recipient acknowledges that the Technical Application and materials submitted to the USDOT by the Recipient related to this agreement may become USDOT records subject to public release under 5 U.S.C. 552.

27.4 History of Performance. Under 2 C.F.R 200.206, any Federal agency may consider the Recipient's performance under this agreement when evaluating the risks of making a future Federal financial assistance award to the Recipient.

27.5 Whistleblower Protection.

- (a) The Recipient acknowledges that it is a "grantee" within the scope of 41 U.S.C. 4712, which prohibits the Recipient from taking certain actions against an employee for certain disclosures of information that the employee reasonably believes are evidence of gross mismanagement of this award, gross waste of Federal funds, or a violation of Federal law related this this award.
- (b) The Recipient shall inform its employees in writing of the rights and remedies provided under 41 U.S.C. 4712, in the predominant native language of the workforce.

27.6 External Award Terms and Obligations.

- (a) In addition to this document and the contents described in article 32, this agreement includes the following additional terms as integral parts:
 - (1) Appendix A to 2 C.F.R. part 25: System for Award Management and Universal Identifier Requirements;
 - (2) Appendix A to 2 C.F.R. part 170: Reporting Subawards and Executive Compensation;
 - (3) 2 C.F.R part 175: Award term for Trafficking in Persons; and

- (4) Appendix XII to 2 C.F.R. part 200: Award Term and Condition for Recipient Integrity and Performance Matters.

(b) The Recipient shall comply with:

- (1) 49 C.F.R. part 20: New Restrictions on Lobbying;
- (2) 49 C.F.R. part 21: Nondiscrimination in Federally-Assisted Programs of the Department of Transportation—Effectuation of Title VI of the Civil Rights Act of 1964;
- (3) 49 C.F.R. part 27: Nondiscrimination on the Basis of Disability in Programs or Activities Receiving Federal Financial Assistance; and
- (4) Subpart B of 49 C.F.R. part 32: Governmentwide Requirements for Drug-free Workplace (Financial Assistance).

27.7 Incorporated Certifications. The Recipient makes the statements in the following certifications, which are incorporated by reference:

- (1) Appendix A to 49 C.F.R. part 20 (Certification Regarding Lobbying).

ARTICLE 28 ASSIGNMENT

28.1 Assignment Prohibited. The Recipient shall not transfer to any other entity any discretion granted under this agreement, any right to satisfy a condition under this agreement, any remedy under this agreement, or any obligation imposed under this agreement.

ARTICLE 29 WAIVER

29.1 Waivers.

- (a) A waiver granted by USDOT under this agreement will not be effective unless it is in writing and signed by an authorized representative of USDOT.
- (b) A waiver granted by USDOT under this agreement on one occasion will not operate as a waiver on other occasions.
- (c) If USDOT fails to require strict performance of a provision of this agreement, fails to exercise a remedy for a breach of this agreement, or fails to reject a payment during a breach of this agreement, that failure does not constitute a waiver of that provision or breach.

ARTICLE 30
ADDITIONAL TERMS AND CONDITIONS

30.1 Effect of Planning and Demonstration or Implementation Award. Based on information that the Recipient provided to the USDOT, including the Grant Application, as indicated in section 2.5, this agreement designates this award as a Planning and Demonstration award or an Implementation award, as defined in the NOFO. The Recipient shall comply with the requirements that accompany that designation as listed in the FY 2024 Notice of Funding Opportunity for Safe Streets and Roads for All.

30.2 Disclaimer of Federal Liability. The USDOT shall not be responsible or liable for any damage to property or any injury to persons that may arise from, or be incident to, performance or compliance with this agreement.

30.3 Environmental Review

(a) In this section, “**Environmental Review Entity**” means:

(1) if the Project is located in a State that has assumed responsibilities for environmental review activities under 23 U.S.C. 326 or 23 U.S.C. 327 and the Project is within the scope of the assumed responsibilities, the State; and

(2) for all other cases, the FHWA.

(b) Except as authorized under section 30.3(c), the Recipient shall not begin final design; acquire real property, construction materials, or equipment; begin construction; or take other actions that represent an irretrievable commitment of resources for the Project unless and until:

(1) the Environmental Review Entity complies with the National Environmental Policy Act, 42 U.S.C. 4321 to 4370m-12, and any other applicable environmental laws and regulations; and

(2) if the Environmental Review Entity is not the Recipient, the Environmental Review Entity provides the Recipient with written notice that the environmental review process is complete.

(c) If the Recipient is using procedures for early acquisition of real property under 23 C.F.R. 710.501 or hardship and protective acquisitions of real property 23 C.F.R. 710.503, the Recipient shall comply with 23 C.F.R. 771.113(d)(1).

(d) The Recipient acknowledges that:

(1) the Environmental Review Entity’s actions under section 30.3(a) depend on the Recipient conducting necessary environmental analyses and submitting necessary documents to the Environmental Review Entity; and

- (2) applicable environmental statutes and regulation may require the Recipient to prepare and submit documents to other Federal, State, and local agencies.
- (e) Consistent with 23 C.F.R. 771.105(a), to the extent practicable and consistent with Federal law, the Recipient shall coordinate all environmental investigations, reviews, and consultations as a single process.
- (f) The activities described in this agreement may inform environmental decision-making processes, but the parties do not intend this agreement to document the alternatives under consideration under those processes. If a build alternative is selected that does not align information in this agreement, then:
 - (1) the parties may amend this agreement under section 21.1 for consistency with the selected build alternative; or
 - (2) if the USDOT determines that the condition at section 16.1(a)(5) is satisfied, the USDOT may terminate this agreement under section 16.1(a)(5).
- (g) The Recipient shall complete any mitigation activities described in the environmental document or documents for the Project, including the terms and conditions contained in the required permits and authorizations for the Project.

30.4 Railroad Coordination. If the agreement includes one or more milestones identified as a “Railroad Coordination Agreement,” then for each of those milestones, the Recipient shall enter a standard written railroad coordination agreement, consistent with 23 C.F.R. 646.216(d), no later than the deadline date identified for that milestone, with the identified railroad for work and operation within that railroad’s right-of-way.

30.5 Relocation and Real Property Acquisition.

- (a) The Recipient shall comply with the land acquisition policies in 49 C.F.R. part 24 subpart B and shall pay or reimburse property owners for necessary expenses as specified in that subpart.
- (b) The Recipient shall provide a relocation assistance program offering the services described in 49 C.F.R. part 24 subpart C and shall provide reasonable relocation payments and assistance to displaced persons as required in 49 C.F.R. part 24 subparts D–E.
- (c) The Recipient shall make available to displaced persons, , comparable replacement dwellings in accordance with 49 C.F.R. part 24.

30.6 Equipment Disposition.

- (a) In accordance with 2 C.F.R. 200.313 and 1201.313, if the Recipient or a subrecipient acquires equipment under this award, then when that equipment is no longer needed for the Project that entity shall request disposition instructions from the FHWA.

- (b) In accordance with 2 C.F.R. 200.443(d), the distribution of the proceeds from the disposition of equipment must be made in accordance with 2 C.F.R. 200.313–200.316 and 2 C.F.R. 1201.313.
- (c) The Recipient shall ensure compliance with this section 30.6 for all tiers of subawards under this award.

**ARTICLE 31
MANDATORY AWARD INFORMATION**

31.1 Information Contained in a Federal Award. For 2 C.F.R. 200.211:

- (1) the “Federal Award Date” is the date of this agreement, as defined under section 33.2;
- (2) the “Assistance Listings Number” is 20.939 and the “Assistance Listings Title” is “Safe Streets and Roads for All Grant Program”; and
- (3) this award is not for research and development.

**ARTICLE 32
CONSTRUCTION AND DEFINITIONS**

32.1 Attachments. This agreement includes the following attachments as integral parts:

Attachment A	Performance Measurement Information
Attachment B	Changes from Application
Attachment C	Reserved
Attachment D	Reserved
Attachment E	Labor and Workforce
Attachment F	Critical Infrastructure Security and Resilience
Attachment G	Reserved

32.2 Exhibits. The following exhibits, which are in the document titled “Exhibits to FHWA Grant Agreements Under the Fiscal Year 2024 SS4A Grant Program”, dated March 17, 2025, and available at <https://www.transportation.gov/grants/ss4a/grant-agreements>, are part of this agreement.

Exhibit A	Applicable Federal Laws and Regulations
Exhibit B	Additional Standard Terms
Exhibit C	Quarterly Performance Progress Reports: Format and Content
Exhibit D	Form for Subsequent Obligation of Funds

32.3 Construction. If a provision in the exhibits or the attachments conflicts with a provision in articles 1–30, then the provision in articles 1–30 prevails. If a provision in the attachments conflicts with a provision in the exhibits, then the provision in the attachments prevails.

32.4 Integration. This agreement constitutes the entire agreement of the parties relating to the SS4A grant program and awards under that program and supersedes any previous agreements, oral or written, relating to the SS4A grant program and awards under that program.

32.5 Definitions. In this agreement, the following definitions apply:

“**Program Statute**” means the BIL section 24112 and statutory text under the heading “Safe Streets and Roads for All Grants” in title I of division J of the Infrastructure Investment and Jobs Act, Pub. L. No. 117-58 (November 15, 2021), and all other provisions of that act that apply to amounts appropriated under that heading.

“**Project**” means the project proposed in the Grant Application, as modified by the negotiated provisions of this agreement.

“**SS4A Grant**” means an award of funds that were made available under the SS4A NOFO.

“**Grant Application**” means the application identified in section 2.1, including Standard Form 424 and all information and attachments submitted with that form through Grants.gov.

ARTICLE 33 AGREEMENT EXECUTION AND EFFECTIVE DATE

33.1 Counterparts. This agreement may be executed in counterparts, which constitute one document. The parties intend each countersigned original to have identical legal effect.

33.2 Effective Date. The agreement will become effective when all parties have signed it. The effective date of this agreement will be the date this agreement is signed by the last party to sign it. This instrument constitutes a SS4A Grant when the USDOT’s authorized representative signs it.

U.S. DEPARTMENT OF TRANSPORTATION

**EXHIBITS TO FHWA GRANT AGREEMENTS UNDER THE
FISCAL YEAR 2024 SAFE STREETS AND ROADS FOR ALL (SS4A) GRANT
PROGRAM**

June 13, 2024

Revised: March 17, 2025

EXHIBIT A

APPLICABLE FEDERAL LAWS AND REGULATIONS

By entering into this agreement for a FY 2024 Safe Streets and Roads for All Grant, the Recipient assures and certifies, with respect to this Grant, that it will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the application, acceptance, and use of Federal funds for this Project. Performance under this agreement shall be governed by and in compliance with the following requirements, as applicable, to the type of organization of the Recipient and any applicable sub-recipients. The applicable provisions to this agreement include, but are not limited to, the following:

General Federal Legislation

- a. Federal Fair Labor Standards Act – 29 U.S.C. 201, et seq.
- b. Hatch Act – 5 U.S.C. 1501, et seq.
- c. Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 – 42 U.S.C. 4601, et seq.
- d. National Historic Preservation Act of 1966 - Section 106 – 54 U.S.C. 306108
- e. Archeological and Historic Preservation Act of 1974 – 54 U.S.C. 312501, et seq.
- f. Native American Graves Protection and Repatriation Act – 25 U.S.C. 3001, et seq.
- g. Clean Air Act, P.L. 90-148, as amended – 42 U.S.C. 7401, et seq.
- h. Section 404 of the Clean Water Act, as amended – 33 U.S.C. 1344
- i. Section 7 of the Endangered Species Act, P.L. 93-205, as amended – 16 U.S.C. 1536
- j. Coastal Zone Management Act, P.L. 92-583, as amended – 16 U.S.C. 1451, et seq.
- k. Flood Disaster Protection Act of 1973 - Section 102(a) – 42 U.S.C. 4012a
- l. Age Discrimination Act of 1975 – 42 U.S.C. 6101, et seq.
- m. American Indian Religious Freedom Act, P.L. 95-341, as amended
- n. Drug Abuse Office and Treatment Act of 1972, as amended – 21 U.S.C. 1101, et seq.
- o. The Comprehensive Alcohol Abuse and Alcoholism Prevention, Treatment and Rehabilitation Act of 1970, P.L. 91-616, as amended – 42 U.S.C. 4541, et seq.
- p. Sections 523 and 527 of the Public Health Service Act of 1912, as amended – 42 U.S.C. 290dd through 290dd-2
- q. Architectural Barriers Act of 1968 – 42 U.S.C. 4151, et seq.
- r. Power Plant and Industrial Fuel Use Act of 1978, P.L. 100-42 - Section 403 – 42 U.S.C. 8373
- s. Contract Work Hours and Safety Standards Act – 40 U.S.C. 3701, et seq.
- t. Copeland Anti-kickback Act, as amended – 18 U.S.C. 874 and 40 U.S.C. 3145
- u. National Environmental Policy Act of 1969 – 42 U.S.C. 4321, et seq.
- v. Wild and Scenic Rivers Act, P.L. 90-542, as amended – 16 U.S.C. 1271, et seq.
- w. Federal Water Pollution Control Act, as amended – 33 U.S.C. 1251-1376
- x. Single Audit Act of 1984 – 31 U.S.C. 7501, et seq.
- y. Americans with Disabilities Act of 1990 – 42 U.S.C. 12101, et seq.
- z. Title IX of the Education Amendments of 1972, as amended – 20 U.S.C. 1681 through 1683 and 1685 through 1687
- aa. Section 504 of the Rehabilitation Act of 1973, as amended – 29 U.S.C. 794
- bb. Title VI of the Civil Rights Act of 1964 – 42 U.S.C. 2000d, et seq.
- cc. Title IX of the Federal Property and Administrative Services Act of 1949 – 40 U.S.C. 1101 -1104, 541, et seq.
- dd. Limitation on Use of Appropriated Funds to Influence Certain Federal Contracting and

- Financial Transactions – 31 U.S.C. 1352
- ee. Freedom of Information Act – 5 U.S.C. 552, as amended
 - ff. Magnuson-Stevens Fishery Conservation and Management Act – 16 U.S.C. 1855
 - gg. Farmland Protection Policy Act of 1981 – 7 U.S.C. 4201, et seq.
 - hh. Noise Control Act of 1972 – 42 U.S.C. 4901, et seq.
 - ii. Fish and Wildlife Coordination Act of 1956 – 16 U.S.C. 661, et seq.
 - jj. Section 9 of the Rivers and Harbors Act and the General Bridge Act of 1946 – 33 U.S.C. 401 and 525
 - kk. Section 4(f) of the Department of Transportation Act of 1966 – 49 U.S.C. 303
 - ll. Comprehensive Environmental Response, Compensation, and Liability Act of 1980 (CERCLA), as amended – 42 U.S.C. 9601, et seq.
 - mm. Safe Drinking Water Act – 42 U.S.C. 300f to 300j-26
 - nn. Wilderness Act – 16 U.S.C. 1131-1136
 - oo. Solid Waste Disposal Act, as amended by the Resource Conservation and Recovery Act of 1976 – 42 U.S.C. 6901, et seq.
 - pp. Migratory Bird Treaty Act – 16 U.S.C. 703, et seq.
 - qq. The Federal Funding Transparency and Accountability Act of 2006, as amended (Pub. L. 109–282, as amended by section 6202 of Public Law 110–252)
 - rr. Cargo Preference Act of 1954 – 46 U.S.C. 55305
 - ss. Section 889 of the John D. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. 115-232
 - tt. Bringing in and harboring certain aliens – 8 U.S.C. 1324
 - uu. Aiding or assisting certain aliens to enter – 8 U.S.C. 1327

Executive Orders

- a. Executive Order 11990 – Protection of Wetlands
- b. Executive Order 11988 – Floodplain Management
- c. Executive Order 12372 – Intergovernmental Review of Federal Programs
- d. Executive Order 12549 – Debarment and Suspension
- e. Executive Order 14005 – Ensuring the Future is Made in All of America by All of America’s Workers
- f. Executive Order 14025 – Worker Organizing and Empowerment
- g. Executive Order 14149, Restoring Freedom of Speech and Ending Federal Censorship
- h. Executive Order 14154, Unleashing American Energy
- i. Executive Order 14151, Ending Radical and Wasteful Government DEI Programs and Preferencing
- j. Executive Order 14168 Defending Women from Gender Ideology Extremism and Restoring Biological Truth to the Federal Government
- k. Executive Order 14173, Ending Illegal Discrimination and Restoring Merit-Based Opportunity

Presidential Policy Directives and Memorandums

- a. Presidential Policy Directive 21 – Critical Infrastructure Security and Resilience
- b. National Security Presidential Memorandum on Improving Cybersecurity for Critical Infrastructure Systems

General Federal Regulations

- a. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for

- Federal Awards – 2 C.F.R. Parts 200, 1201
- b. Non-procurement Suspension and Debarment – 2 C.F.R. Parts 180, 1200
 - c. Investigative and Enforcement Procedures – 14 C.F.R. Part 13
 - d. Procedures for predetermination of wage rates – 29 C.F.R. Part 1
 - e. Contractors and subcontractors on public building or public work financed in whole or part by loans or grants from the United States – 29 C.F.R. Part 3
 - f. Labor standards provisions applicable to contracts governing federally financed and assisted construction (also labor standards provisions applicable to non-construction contracts subject to the Contract Work Hours and Safety Standards Act) – 29 C.F.R. Part 5
 - g. Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor (Federal and federally assisted contracting requirements) – 41 C.F.R. Parts 60, et seq.
 - h. New Restrictions on Lobbying – 49 C.F.R. Part 20
 - i. Nondiscrimination in Federally Assisted Programs of the Department of Transportation – Effectuation of Title VI of the Civil Rights Act of 1964 – 49 C.F.R. Part 21, including any amendments thereto
 - j. Uniform relocation assistance and real property acquisition for Federal and Federally assisted programs – 49 C.F.R. Part 24
 - k. Nondiscrimination on the Basis of Sex in Education Programs or Activities Receiving Federal Financial Assistance – 49 C.F.R. Part 25
 - l. Nondiscrimination on the Basis of Handicap in Programs and Activities Receiving or Benefiting from Federal Financial Assistance – 49 C.F.R. Part 27
 - m. DOT’s implementation of DOJ’s ADA Title II regulations compliance procedures for all programs, services, and regulatory activities relating to transportation under 28 C.F.R. Part 35
 - n. Enforcement of Nondiscrimination on the Basis of Handicap in Programs or Activities Conducted by the Department of Transportation – 49 C.F.R. Part 28
 - o. Denial of public works contracts to suppliers of goods and services of countries that deny procurement market access to U.S. contractors – 49 C.F.R. Part 30
 - p. Governmentwide Requirements for Drug-Free Workplace (Financial Assistance) – 49 C.F.R. Part 32
 - q. DOT’s implementing ADA regulations for transit services and transit vehicles, including the DOT’s standards for accessible transportation facilities in Part 37, Appendix A – 49 C.F.R. Parts 37 and 38
 - r. Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs – 49 C.F.R. Part 26, including any amendments thereto (as applicable under section 18.3 of this agreement)

Office of Management and Budget Circulars

- a. Any applicable OMB Circular based upon the specific FY 2024 Safe Streets and Roads for All Grant Recipient.

Highway Federal Legislation

- a. Agreements relating to the use of an access to rights-of-way—Interstate System, 23 U.S.C. 111
- b. Planning, 23 U.S.C. 134 and 135 (except for projects that are not regionally significant that do not receive funding under Title 23 or Chapter 53 of Title 49)

- c. Tolls, 23 U.S.C. 301 (to the extent the recipient wishes to toll an existing free facility that has received Title 23 funds in the past); except as authorized by 23 U.S.C. 129 and 166.
- d. Efficient Environmental Reviews - 23 U.S.C. 139
- e. Policy on lands, wildlife and waterfowl refuges, and historic sites - 49 U.S.C. 303

Federal Highway Regulations

- a. Planning – 23 C.F.R. Part 450 (except for projects that are not regionally significant that do not receive funding under Title 23 or Chapter 53 of Title 49)
- b. National Highway System Design Standards – 23 C.F.R. Part 625
- c. Location and Hydraulic Design of Encroachments on Flood Plains – 23 C.F.R. Part 650 Subpart A
- d. Manual on Uniform Traffic Control Devices – 23 C.F.R. Part 655
- e. Environmental Impact and Related Procedures – 23 C.F.R. Part 771
- f. Parks, Recreation Areas, Wildlife and Waterfowl Refuges, and Historic Sites (Section 4(f)) – 23 C.F.R. Part 774
- g. Permitting Requirements under the National Pollutant Discharge Elimination System – 40 C.F.R. Part 122

Specific assurances required to be included in the FY 2024 Safe Streets and Roads for All Grant agreement by any of the above laws, regulations, or circulars are hereby incorporated by reference into this agreement.

**EXHIBIT B
ADDITIONAL STANDARD TERMS**

**TERM B.1
TITLE VI ASSURANCE
(Implementing Title VI of the Civil Rights Act of 1964, as amended)**

**ASSURANCE CONCERNING NONDISCRIMINATION IN FEDERALLY ASSISTED
PROGRAMS AND ACTIVITIES RECEIVING OR BENEFITING FROM FEDERAL
FINANCIAL ASSISTANCE**

(Implementing the Rehabilitation Act of 1973, as amended, and the Americans with Disabilities Act, as amended)

49 C.F.R. Parts 21, 25, 27, 37, and 38

The United States Department of Transportation (USDOT)

Standard Title VI/Non-Discrimination Assurances

DOT Order No. 1050.2A

By signing and submitting the Technical Application and by entering into this agreement under the FY 2024 Safe Streets and Roads for All (SS4A) grant program, the Recipient **HEREBY AGREES THAT**, as a condition to receiving any Federal financial assistance from the U.S. Department of Transportation (DOT), through the Federal Highway Administration (FHWA), it is subject to and will comply with the following:

Statutory/Regulatory Authorities

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin);
- 49 C.F.R. Part 21, including any amendments thereto (entitled *Non-discrimination In Federally-Assisted Programs Of The Department Of Transportation—Effectuation Of Title VI Of The Civil Rights Act Of 1964*);
- 28 C.F.R. section 50.3 (U.S. Department of Justice Guidelines for Enforcement of Title VI of the Civil Rights Act of 1964);

The preceding statutory and regulatory cites hereinafter are referred to as the “Acts” and “Regulations,” respectively.

General Assurances

In accordance with the Acts, the Regulations, and other pertinent directives, circulars, policy, memoranda, and/or guidance, the Recipient hereby gives assurance that it will promptly take any measures necessary to ensure that:

“No person in the United States shall, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity,” for which the Recipient receives Federal financial assistance from DOT, including the FHWA.

The Civil Rights Restoration Act of 1987 clarified the original intent of Congress, with respect to Title VI and other Non-discrimination requirements (The Age Discrimination Act of 1975, and Section 504 of the Rehabilitation Act of 1973), by restoring the broad, institutional-wide scope and coverage of these non-discrimination statutes and requirements to include all programs and activities of the Recipient, so long as any portion of the program is Federally assisted.

Specific Assurances

More specifically, and without limiting the above general Assurance, the Recipient agrees with and gives the following Assurances with respect to its Federally assisted FY 2024 SS4A grant program:

1. The Recipient agrees that each “activity,” “facility,” or “program,” as defined in §§ 21.23 (b) and 21.23 (e) of 49 C.F.R. Part 21, including any amendments thereto, will be (with regard to an “activity”) facilitated, or will be (with regard to a “facility”) operated, or will be (with regard to a “program”) conducted in compliance with all requirements imposed by, or pursuant to the Acts and the Regulations.
2. The Recipient will insert the following notification in all solicitations for bids, Requests For Proposals for work, or material subject to the Acts and the Regulations made in connection with the FY 2024 SS4A Grant and, in adapted form, in all proposals for negotiated agreements regardless of funding source:

“The Recipient, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all bidders that it will affirmatively ensure that for any contract entered into pursuant to this advertisement, disadvantaged business enterprises will be afforded full and fair opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.”

3. The Recipient will insert the clauses of Appendix A and E of this Assurance in every contract or agreement subject to the Acts and the Regulations.
4. The Recipient will insert the clauses of Appendix B of this Assurance, as a covenant running with the land, in any deed from the United States effecting or recording a transfer of real property, structures, use, or improvements thereon or interest therein to a Recipient.

5. That where the Recipient receives Federal financial assistance to construct a facility, or part of a facility, the Assurance will extend to the entire facility and facilities operated in connection therewith.
6. That where the Recipient receives Federal financial assistance in the form, or for the acquisition of real property or an interest in real property, the Assurance will extend to rights to space on, over, or under such property.
7. That the Recipient will include the clauses set forth in Appendix C and Appendix D of this Assurance, as a covenant running with the land, in any future deeds, leases, licenses, permits, or similar instruments entered into by the Recipient with other parties:
 - a. for the subsequent transfer of real property acquired or improved under the applicable activity, project, or program; and
 - b. for the construction or use of, or access to, space on, over, or under real property acquired or improved under the applicable activity, project, or program.
8. That this Assurance obligates the Recipient for the period during which Federal financial assistance is extended to the program, except where the Federal financial assistance is to provide, or is in the form of, personal property, or real property, or interest therein, or structures or improvements thereon, in which case the Assurance obligates the Recipient, or any transferee for the longer of the following periods:
 - a. the period during which the property is used for a purpose for which the Federal financial assistance is extended, or for another purpose involving the provision of similar services or benefits; or
 - b. the period during which the Recipient retains ownership or possession of the property.
9. The Recipient will provide for such methods of administration for the program as are found by the Secretary of Transportation or the official to whom he/she delegates specific authority to give reasonable guarantee that it, other recipients, sub-recipients, contractors, subcontractors, consultants, transferees, successors in interest, and other participants of Federal financial assistance under such program will comply with all requirements imposed or pursuant to the Acts, the Regulations, and this Assurance.
10. The Recipient agrees that the United States has a right to seek judicial enforcement with regard to any matter arising under the Acts, the Regulations, and this Assurance.

By signing this ASSURANCE, the Recipient also agrees to comply (and require any sub-recipients, contractors, successors, transferees, and/or assignees to comply) with all applicable provisions governing the FHWA's access to records, accounts, documents, information, facilities, and staff. You also recognize that you must comply with any program or compliance reviews, and/or complaint investigations conducted by the FHWA. You must keep records, reports, and submit the material for review upon request to FHWA, or its designee in a timely, complete, and accurate way. Additionally, you must comply with all other reporting, data collection, and evaluation requirements, as prescribed by law or detailed in program guidance.

The Recipient gives this ASSURANCE in consideration of and for obtaining any Federal grants, loans, contracts, agreements, property, and/or discounts, or other Federal-aid and Federal financial assistance extended after the date hereof to the recipients by the U.S. Department of Transportation under the FY 2024 SS4A grant program. This ASSURANCE is binding on the Recipient, other recipients, sub-recipients, contractors, subcontractors and their subcontractors', transferees, successors in interest, and any other participants in the FY 2024 SS4A grant program.

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, Federal Highway Administration (FHWA), as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 C.F.R. Part 21, including any amendments thereto.
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor’s obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin.
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the FHWA to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the FHWA, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor’s noncompliance with the Non-discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the FHWA may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as

the Recipient or the FHWA may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

APPENDIX B

CLAUSES FOR DEEDS TRANSFERRING UNITED STATES PROPERTY

The following clauses will be included in deeds effecting or recording the transfer of real property, structures, or improvements thereon, or granting interest therein from the United States pursuant to the provisions of Specific Assurance 4:

NOW, THEREFORE, the U.S. Department of Transportation as authorized by law and upon the condition that the Recipient will accept title to the lands and maintain the project constructed thereon in accordance with the Infrastructure Investment and Jobs Act, Pub. L. No. 117-58 (Nov. 15, 2021), the Consolidated Appropriations Act, 2022, Pub. L. No. 117-103 (Mar. 15, 2022), the Consolidated Appropriations Act, 2024, Pub. L. No. 118-122 (Mar. 9, 2024), the Regulations for the Administration of FY 2024 SS4A grant program, and the policies and procedures prescribed by the Federal Highway Administration (FHWA) of the U.S. Department of Transportation in accordance and in compliance with all requirements imposed by Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, including any amendments thereto, pertaining to and effectuating the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252; 42 U.S.C. § 2000d to 2000d-4), does hereby remise, release, quitclaim and convey unto the Recipient all the right, title and interest of the U.S. Department of Transportation in and to said lands described in Exhibit A attached hereto and made a part hereof.

(HABENDUM CLAUSE)

TO HAVE AND TO HOLD said lands and interests therein unto Recipient and its successors forever, subject, however, to the covenants, conditions, restrictions and reservations herein contained as follows, which will remain in effect for the period during which the real property or structures are used for a purpose for which Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits and will be binding on the Recipient, its successors and assigns.

The Recipient, in consideration of the conveyance of said lands and interests in lands, does hereby covenant and agree as a covenant running with the land for itself, its successors and assigns, that (1) no person will on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination with regard to any facility located wholly or in part on, over, or under such lands hereby conveyed [,] [and]* (2) that the Recipient will use the lands and interests in lands and interests in lands so conveyed, in compliance with all requirements imposed by or pursuant to Title 49, Code of Federal Regulations, U.S. Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, including any amendments thereto, Effectuation of Title VI of the Civil Rights Act of 1964, and as said Regulations and Acts may be amended[, and (3) that in the event of breach of any of the above-mentioned non-discrimination conditions, the Department will have a right to enter or re-enter said lands and facilities on said land, and that above described land and facilities will thereon revert to and vest in and become the absolute property of the U.S. Department of Transportation and its assigns as such interest existed prior to this instruction].*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary in order to make clear the purpose of Title VI.)

APPENDIX C

CLAUSES FOR TRANSFER OF REAL PROPERTY ACQUIRED OR IMPROVED UNDER THE ACTIVITY, FACILITY, OR PROGRAM

The following clauses will be included in deeds, licenses, leases, permits, or similar instruments entered into by the Recipient pursuant to the provisions of Specific Assurance 7(a):

- A. The (Recipient, lessee, permittee, etc. as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree [in the case of deeds and leases add “as a covenant running with the land”] that:
 - 1. In the event facilities are constructed, maintained, or otherwise operated on the property described in this (deed, license, lease, permit, etc.) for a purpose for which a U.S. Department of Transportation activity, facility, or program is extended or for another purpose involving the provision of similar services or benefits, the (Recipient, licensee, lessee, permittee, etc.) will maintain and operate such facilities and services in compliance with all requirements imposed by the Acts and Regulations (as may be amended) such that no person on the grounds of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities.
- B. With respect to licenses, leases, permits, etc., in the event of breach of any of the above Non-discrimination covenants, Recipient will have the right to terminate the (lease, license, permit, etc.) and to enter, re-enter, and repossess said lands and facilities thereon, and hold the same as if the (lease, license, permit, etc.) had never been made or issued.*
- C. With respect to a deed, in the event of breach of any of the above Non-discrimination covenants, the Recipient will have the right to enter or re-enter the lands and facilities thereon, and the above described lands and facilities will there upon revert to and vest in and become the absolute property of the Recipient and its assigns. *

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX D

CLAUSES FOR CONSTRUCTION/USE/ACCESS TO REAL PROPERTY ACQUIRED UNDER THE ACTIVITY, FACILITY OR PROGRAM

The following clauses will be included in deeds, licenses, permits, or similar instruments/agreements entered into by Recipient pursuant to the provisions of Specific Assurance 7(b):

- A. The (Recipient, licensee, permittee, etc., as appropriate) for himself/herself, his/her heirs, personal representatives, successors in interest, and assigns, as a part of the consideration hereof, does hereby covenant and agree (in the case of deeds and leases add, "as a covenant running with the land") that (1) no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or be otherwise subjected to discrimination in the use of said facilities, (2) that in the construction of any improvements on, over, or under such land, and the furnishing of services thereon, no person on the ground of race, color, or national origin, will be excluded from participation in, denied the benefits of, or otherwise be subjected to discrimination, (3) that the (Recipient, licensee, lessee, permittee, etc.) will use the premises in compliance with all other requirements imposed by or pursuant to the Acts and Regulations, as amended, set forth in this Assurance.
- B. With respect to (licenses, leases, permits, etc.), in the event of breach of any of the above Non-discrimination covenants, Recipient will have the right to terminate the (license, permit, etc., as appropriate) and to enter or re-enter and repossess said land and the facilities thereon, and hold the same as if said (license, permit, etc., as appropriate) had never been made or issued.*
- C. With respect to deeds, in the event of breach of any of the above Non-discrimination covenants, Recipient will there upon revert to and vest in and become the absolute property of Recipient and its assigns.*

(*Reverter clause and related language to be used only when it is determined that such a clause is necessary to make clear the purpose of Title VI.)

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d *et seq.*, 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 C.F.R. Part 21, including any amendments thereto.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 *et seq.*), as amended, (prohibits discrimination on the basis of disability); and 49 C.F.R. Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 *et seq.*), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 U.S.C. § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131 – 12189) as implemented by Department of Transportation regulations at 49 C.F.R. Parts 37 and 38;
- The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. § 1681 *et seq.*).

TERM B.2

CERTIFICATION REGARDING DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS -- PRIMARY COVERED TRANSACTIONS

2 C.F.R. Parts 180 and 1200

These assurances and certifications are applicable to all Federal-aid construction contracts, design-build contracts, subcontracts, lower-tier subcontracts, purchase orders, lease agreements, consultant contracts or any other covered transaction requiring FHWA approval or that is estimated to cost \$25,000 or more – as defined in 2 C.F.R. Parts 180 and 1200.

By signing and submitting the Technical Application and by entering into this agreement under the FY 2024 SS4A grant program, the Recipient is providing the assurances and certifications for First Tier Participants and Lower Tier Participants in the FY 2024 SS4A Grant, as set out below.

1. Instructions for Certification – First Tier Participants:

a. The prospective first tier participant is providing the certification set out below.

b. The inability of a person to provide the certification set out below will not necessarily result in denial of participation in this covered transaction. The prospective first tier participant shall submit an explanation of why it cannot provide the certification set out below. The certification or explanation will be considered in connection with the department or agency's determination whether to enter into this transaction. However, failure of the prospective first tier participant to furnish a certification or an explanation shall disqualify such a person from participation in this transaction.

c. The certification in this clause is a material representation of fact upon which reliance was placed when the contracting agency determined to enter into this transaction. If it is later determined that the prospective participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the contracting agency may terminate this transaction for cause of default.

d. The prospective first tier participant shall provide immediate written notice to the contracting agency to whom this proposal is submitted if any time the prospective first tier participant learns that its certification was erroneous when submitted or has become erroneous by reason of changed circumstances.

e. The terms "covered transaction," "civil judgment," "debarred," "suspended," "ineligible," "participant," "person," "principal," and "voluntarily excluded," as used in this clause, are defined in 2 C.F.R. Parts 180 and 1200. "First Tier Covered Transactions" refers to any covered transaction between a Recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). "Lower Tier Covered Transactions" refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). "First Tier Participant" refers to the participant who has entered into a covered transaction with a Recipient or subrecipient of Federal funds (such as the prime or general contractor). "Lower Tier Participant" refers to any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

f. The prospective first tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency entering into this transaction.

g. The prospective first tier participant further agrees by submitting this proposal that it will include the clause titled "Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transactions," provided by the department or

contracting agency, entering into this covered transaction, without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

h. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (<https://www.sam.gov/>), which is compiled by the General Services Administration.

i. Nothing contained in the foregoing shall be construed to require the establishment of a system of records in order to render in good faith the certification required by this clause. The knowledge and information of the prospective participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

j. Except for transactions authorized under paragraph (f) of these instructions, if a participant in a covered transaction knowingly enters into a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency may terminate this transaction for cause or default.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – First Tier Participants:

a. The prospective first tier participant certifies to the best of its knowledge and belief, that it and its principals:

(1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency;

(2) Have not within a three-year period preceding this proposal been convicted of or had a civil judgment, including a civil settlement, rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or local) transaction or contract under a public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(3) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State or local) with commission of any of the offenses enumerated in paragraph (a)(2) of this certification; and

(4) Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal, State or local) terminated for cause or default.

b. Where the prospective participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

2. Instructions for Certification - Lower Tier Participants:

(Applicable to all subcontracts, purchase orders and other lower tier transactions requiring prior FHWA approval or estimated to cost \$25,000 or more - 2 C.F.R. Parts 180 and 1200)

a. The prospective lower tier participant is providing the certification set out below.

b. The certification in this clause is a material representation of fact upon which reliance was placed when this transaction was entered into. If it is later determined that the prospective lower tier participant knowingly rendered an erroneous certification, in addition to other remedies available to the Federal Government, the department, or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

c. The prospective lower tier participant shall provide immediate written notice to the person to which this proposal is submitted if at any time the prospective lower tier participant learns that its certification was erroneous by reason of changed circumstances.

d. The terms “covered transaction,” “civil settlement,” “debarred,” “suspended,” “ineligible,” “participant,” “person,” “principal,” and “voluntarily excluded,” as used in this clause, are defined in 2 C.F.R. Parts 180 and 1200. You may contact the person to which this proposal is submitted for assistance in obtaining a copy of those regulations. “First Tier Covered Transactions” refers to any covered transaction between a Recipient or subrecipient of Federal funds and a participant (such as the prime or general contract). “Lower Tier Covered Transactions” refers to any covered transaction under a First Tier Covered Transaction (such as subcontracts). “First Tier Participant” refers to the participant who has entered into a covered transaction with a Recipient or subrecipient of Federal funds (such as the prime or general contractor). “Lower Tier Participant” refers any participant who has entered into a covered transaction with a First Tier Participant or other Lower Tier Participants (such as subcontractors and suppliers).

e. The prospective lower tier participant agrees by submitting this proposal that, should the proposed covered transaction be entered into, it shall not knowingly enter into any lower tier covered transaction with a person who is debarred, suspended, declared ineligible, or voluntarily excluded from participation in this covered transaction, unless authorized by the department or agency with which this transaction originated.

f. The prospective lower tier participant further agrees by submitting this proposal that it will include this clause titled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion-Lower Tier Covered Transaction,” without modification, in all lower tier covered transactions and in all solicitations for lower tier covered transactions exceeding the \$25,000 threshold.

g. A participant in a covered transaction may rely upon a certification of a prospective participant in a lower tier covered transaction that is not debarred, suspended, ineligible, or voluntarily excluded from the covered transaction, unless it knows that the certification is

erroneous. A participant is responsible for ensuring that its principals are not suspended, debarred, or otherwise ineligible to participate in covered transactions. To verify the eligibility of its principals, as well as the eligibility of any lower tier prospective participants, each participant may, but is not required to, check the System for Award Management website (<https://www.sam.gov/>), which is compiled by the General Services Administration.

h. Nothing contained in the foregoing shall be construed to require establishment of a system of records to render in good faith the certification required by this clause. The knowledge and information of participant is not required to exceed that which is normally possessed by a prudent person in the ordinary course of business dealings.

i. Except for transactions authorized under paragraph e of these instructions, if a participant in a covered transaction knowingly enters a lower tier covered transaction with a person who is suspended, debarred, ineligible, or voluntarily excluded from participation in this transaction, in addition to other remedies available to the Federal Government, the department or agency with which this transaction originated may pursue available remedies, including suspension and/or debarment.

Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion -- Lower Tier Participants:

1. The prospective lower tier participant certifies, by submission of this proposal, that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participating in covered transactions by any Federal department or agency.

2. Where the prospective lower tier participant is unable to certify to any of the statements in this certification, such prospective participant shall attach an explanation to this proposal.

TERM B.3
REQUIREMENTS REGARDING DELINQUENT TAX LIABILITY OR A FELONY
CONVICTION UNDER ANY FEDERAL LAW

As required by sections 744 and 745 of Title VII, Division E of the Consolidated Appropriations Act, 2023, Pub. L. No. 117-328 (Dec. 29, 2022), and implemented through USDOT Order 4200.6, the funds provided under this award shall not be used to enter into a contract, memorandum of understanding, or cooperative agreement with, make a grant to, or provide a loan or loan guarantee to, any corporation that:

- (1) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless a Federal agency has considered suspension or debarment of the corporation and made a determination that suspension or debarment is not necessary to protect the interests of the Government; or
- (2) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless a federal agency has considered suspension or debarment of the corporation and made a determination that suspension or debarment is not necessary to protect the interests of the Government.

The Recipient therefore agrees:

1. **Definitions.** For the purposes of this exhibit, the following definitions apply:

“**Covered Transaction**” means a transaction that uses any funds under this award and that is a contract, memorandum of understanding, cooperative agreement, grant, loan, or loan guarantee.

“**Felony Conviction**” means a conviction within the preceding 24 months of a felony criminal violation under any Federal law and includes conviction of an offense defined in a section of the United States Code that specifically classifies the offense as a felony and conviction of an offense that is classified as a felony under 18 U.S.C. 3559.

“**Participant**” means the Recipient, an entity who submits a proposal for a Covered Transaction, or an entity who enters into a Covered Transaction.

“**Tax Delinquency**” means an unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted, or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

2. **Mandatory Check in the System for Award Management.** Before entering a Covered Transaction with another entity, a Participant shall check the System for Award Management (the “**SAM**”) at <http://www.sam.gov/> for an entry describing that entity.

3. **Mandatory Certifications.** Before entering a Covered Transaction with another entity, a Participant shall require that entity to:

- (1) Certify whether the entity has a Tax Delinquency; and
- (2) Certify whether the entity has a Felony Conviction.

4 **Prohibition.** If

- (1) the SAM entry for an entity indicates that the entity has a Tax Delinquency or a Federal Conviction;
- (2) an entity provides an affirmative response to either certification in section 3; or
- (3) an entity's certification under section 3 was inaccurate when made or became inaccurate after being made

then a Participant shall not enter or continue a Covered Transaction with that entity unless the USDOT has determined in writing that suspension or debarment of that entity are not necessary to protect the interests of the Government.

5. **Mandatory Notice to the USDOT.**

- (a) If the SAM entry for a Participant indicates that the Participant has a Tax Delinquency or a Felony Conviction, the Recipient shall notify the USDOT in writing of that entry.
- (b) If a Participant provides an affirmative response to either certification in section 1, the Recipient shall notify the USDOT in writing of that affirmative response.
- (c) If the Recipient knows that a Participant's certification under section 1 was inaccurate when made or became inaccurate after being made, the Recipient shall notify the USDOT in writing of that inaccuracy.

6. **Flow Down.** For all Covered Transactions, including all tiers of subcontracts and subawards, the Recipient shall:

- (1) require the SAM check in section 2;
- (2) require the certifications in section 3;
- (3) include the prohibition in section 4; and
- (4) require all Participants to notify the Recipient in writing of any information that would require the Recipient to notify the USDOT under section 5.

TERM B.4
RECIPIENT POLICY TO BAN TEXT MESSAGING WHILE DRIVING

(a) *Definitions.* The following definitions are intended to be consistent with the definitions in DOT Order 3902.10, Text Messaging While Driving (Dec. 30, 2009) and Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving (Oct. 1, 2009). For clarification purposes, they may expand upon the definitions in the executive order.

For the purpose of this Term B.4, “**Motor Vehicles**” means any vehicle, self-propelled or drawn by mechanical power, designed and operated principally for use on a local, State or Federal roadway, but does not include a military design motor vehicle or any other vehicle excluded under Federal Management Regulation 102-34-15.

For the purpose of this Term B.4, “**Driving**” means operating a motor vehicle on a roadway, including while temporarily stationary because of traffic congestion, a traffic signal, a stop sign, another traffic control device, or otherwise. It does not include being in your vehicle (with or without the motor running) in a location off the roadway where it is safe and legal to remain stationary.

For the purpose of this Term B.4, “**Text messaging**” means reading from or entering data into any handheld or other electronic device (including, but not limited to, cell phones, navigational tools, laptop computers, or other electronic devices), including for the purpose of Short Message Service (SMS) texting, e-mailing, instant messaging, obtaining navigational information, or engaging in any other form of electronic data retrieval or electronic data communication. The term does not include the use of a cell phone or other electronic device for the limited purpose of entering a telephone number to make an outgoing call or answer an incoming call, unless this practice is prohibited by State or local law. The term also does not include glancing at or listening to a navigational device that is secured in a commercially designed holder affixed to the vehicle, provided that the destination and route are programmed into the device either before driving or while stopped in a location off the roadway where it is safe and legal to remain stationary.

For the purpose of this Term B.4, the “**Government**” includes the United States Government and State, local, and tribal governments at all levels.

(b) *Workplace Safety.* In accordance with Executive Order 13513, Federal Leadership on Reducing Text Messaging While Driving (Oct. 1, 2009) and DOT Order 3902.10, Text Messaging While Driving (Dec. 30, 2009), the Recipient, subrecipients, contractors, and subcontractors are encouraged to:

- (1) adopt and enforce workplace safety policies to decrease crashes caused by distracted drivers including policies to ban text messaging while driving—
 - (i) Company-owned or -rented vehicles or Government-owned, leased or rented vehicles; or
 - (ii) Privately-owned vehicles when on official Government business or when performing any work for or on behalf of the Government.
- (2) Conduct workplace safety initiatives in a manner commensurate with the size of the business, such as—

(i) Establishment of new rules and programs or re-evaluation of existing programs to prohibit text messaging while driving; and

(ii) Education, awareness, and other outreach to employees about the safety risks associated with texting while driving.

(c) *Subawards and Contracts.* To the extent permitted by law, the Recipient shall insert the substance of this exhibit, including this paragraph (c), in all subawards, contracts, and subcontracts under this award that exceed the micro-purchase threshold, other than contracts and subcontracts for the acquisition of commercially available off-the-shelf items.

EXHIBIT C
QUARTERLY PERFORMANCE PROGRESS REPORTS:
FORMAT AND CONTENT

1. Purpose. The purpose of the Quarterly Performance Progress Reports under this agreement for the FY 2024 SS4A grant program is to ensure that the project scope, schedule, and budget will be maintained to the maximum extent possible.

2. Format and Content. The Recipient shall produce a quarterly cost, schedule, and status report that contains the sections enumerated in the following list. The first Quarterly Performance Progress Report should include a detailed description of the items funded.

(a) Project Information. This section provides the name of the project, the State, the federal agency to which the report is submitted, submission date, award number, name of the recipient, report year and quarter and NOFO funding year.

(b) Project Overall Status. This section provides an overall status of the project's scope, schedule and budget. The Recipient shall note and explain any significant activities and issues, action items and outstanding issues.

i. Project Significant Activities and Issues. This section provides highlights of key activities, accomplishments, and issues occurring on the project during the previous quarter. Activities and deliverables to be reported on should include meetings, audits and other reviews, design packages submitted, advertisements, awards, construction submittals, construction completion milestones, submittals related to any applicable IJA or NOFO requirements, media or Congressional inquiries, value engineering/constructability reviews, and other items of significance.

ii. Action Items/Outstanding Issues. This section should draw attention to, and track the progress of, highly significant or sensitive issues requiring action and direction to resolve. The Recipient should include administrative items and outstanding issues that could have a significant or adverse effect on the project's scope, schedule, or budget. Status, responsible person(s), and due dates should be included for each action item/outstanding issue. Action items requiring action or direction should be included in the quarterly status meeting agenda. The action items/outstanding issues may be dropped from this section upon full implementation of the remedial action, and upon no further monitoring anticipated.

(c) Milestones. This section documents progress of the milestones outlined in Section 3.2. The Recipient should include the baseline date (when the project is projected to begin) of each milestone, amendments to those dates (if applicable) and the actual/expected date of completion. There are Milestone charts for action plans, supplemental planning activities, demonstration activity projects and implementation (both construction and non-construction) projects.

**EXHIBIT D
FORM FOR SUBSEQUENT OBLIGATION OF FUNDS**

The USDOT and **[recipient name]** entered a grant agreement for the **[project name]** that was executed by the USDOT on **[date of USDOT signature on original agreement]** (the “**Agreement**”).

This instrument obligates **[\$XXX]** for **[insert portion of project listed in the Agreement]**.

[Recipient name] states that:

- (1) the Agreement accurately describe the Project’s activities;
- (2) for each completion date listed in the Agreement, the Recipient’s estimate for that milestone is not more than six months after the date listed in the Agreement;
- (3) comparing the Project’s current budget with the amounts listed in the Agreement, the “Non-Federal Funds” amount has not decreased and the total eligible project costs amount has not decreased; and
- (4) under the terms of article 21 of the General Terms and Conditions, the Recipient is not presently required to request a modification to the Agreement.

[Recipient name] acknowledges that USDOT is acting in reliance on the Recipient’s statements above.

By:

Date

Signature of Recipient’s Authorized Representative

[insert name]

Name

[insert title]

Title

The USDOT has determined that all applicable Federal requirements for obligating these funds are satisfied.

Date	By:	Signature of USDOT's Authorized Representative
		[insert name]
		Name
		[insert title]
		Title

3.03 Example RSA Report

ROAD SAFETY AUDIT

SEDGWICK ROAD: SOUTH MAIN STREET TO RIDGEWOOD ROAD

March 2025



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1. Introduction

The Town of West Hartford initiated the Sedgwick Road Road Safety Audit (RSA) following the adoption of the Vision Zero Action Plan. The study area was selected because of the upcoming reconstruction of the corridor in 2025-2026 (between South Main Street and Wardwell Road) and the opportunity for recommendations from this RSA to inform potential work to be included in the upcoming construction as appropriate under the scope of that project. The corridor is identified as a Medium Priority Vision Zero Focus Area.

Members of the public made 27 comments on this corridor on the Vision Zero Action Plan interactive map, which were reviewed and incorporated into this RSA as appropriate.

The site visit for the RSA was conducted on September 25, 2024. At the time of the RSA, design work for the 2025-2026 reconstruction had yet to be initiated. This workflow provides an opportunity to incorporate RSA recommendations into the design as appropriate.

It is expected the Sedgwick Road reconstruction project will incorporate short-term and medium-term recommendations within the project area of South Main Street to Wardwell Road. Long-term recommendations are likely outside the scope of the Sedgwick Road reconstruction project and will need to be advanced separately. Additionally, the Sedgwick Road reconstruction project will not address any recommendations outside the project area of South Main Street to Wardwell Road and will not generally include improvements at the intersection of South Main Street and Sedgwick Road.

The RSA study area is displayed in Exhibit 1.

Exhibit 1: RSA Study Area



Road Safety Audit: Definition and Purpose

An RSA is a systematic process that evaluates the safety performance of a road or intersection. The Federal Highway Administration (FHWA) considers the RSA process a proven safety countermeasure. FHWA research has determined that if recommendations from the RSA are implemented, crash reductions of up to 60 percent can be achieved.¹

RSAs consider the needs and perspectives of all road users, such as pedestrians, bicyclists, transit riders, motorcyclists, vehicular drivers, and service vehicle operators. The RSA process includes:

- Identifying the project location,
- Selecting an RSA team,
- Conducting a pre-audit meeting,
- Performing field review / site visit,
- Reporting on findings and present recommendations,
- Reviewing RSA (Town and stakeholders), and
- Incorporating findings.

The Road Safety Audit Team

The RSA team was composed of an independent and multidisciplinary team of experts who identified potential safety issues and suggested countermeasures to mitigate them. The RSA team for this corridor was composed of 13 participants including Town staff, community stakeholders, and the consultant team. They included:

Town Staff

- Parker Sorenson, PE – Engineering Department
- Samar Karar, PE – Engineering Department
- Todd Dumais, Town Planner
- Karen Kukish, Principal at Sedgwick Middle School
- Steven Brouse, Assistant Principal at Sedgwick Middle School
- 3 representatives from the Police Department

Community Stakeholders

- Ed Pawlak – Pedestrian and Bicycle Commission Chair & Vision Zero Task Force Member

CTtransit

- Fizroy Smith

Consultant Team (FHI Studio, now IMEG)

- Francisco Gomes, AICP, ASLA
- Rory Jacobson, AICP
- Christian Mazur, EIT

¹ <https://highways.dot.gov/safety/proven-safety-countermeasures/road-safety-audit>

2. Pre-Audit Meeting

A virtual pre-audit meeting was conducted on September 24, 2024 with RSA team participants. The purpose of the pre-audit meeting was to review the RSA study area; discuss existing conditions data collection including crash data, traffic data and roadway geometrics; present recent and on-going planning and construction within the study area; and discuss potential countermeasures to consider in the study area. The pre-audit meeting presentation is presented in Appendix A. Highlights of the presentation include:

- The study area was part of the safety analysis conducted for the West Hartford Vision Zero Action Plan. This corridor was identified as a Medium Priority Vision Zero Focus Area.
 - The speed limit is 35 miles per hour (MPH) on Sedgwick Road throughout the study area. During school hours, the speed limit drops to 25 MPH near Sedgwick Middle School between Sulgrave Road and Fairlee Road. Flashing speed signs are used to indicate the school zone speed limit during drop-off and pick-up times.
 - A 2024 traffic count at 112 Sedgwick Road presented an 85th percentile traffic speed of approximately 40 MPH. The 85th percentile traffic speed between 7 – 9 AM and 2 – 3 PM (during most school drop-off / pick-up times) is 38 MPH.
 - The study area is primarily comprised of residential neighborhoods, apart from the commercial plaza located at the intersection of Sedgwick Road and South Main Street. Sedgwick Middle School is located adjacent to the study area on the north side of Sedgwick Road. Duffy Elementary School is located south of the study area and is primarily accessed via Westminster Drive.
- Existing lane widths between Ridgewood Road and Paxton Road are wide (14 - 15 feet). Lanes narrow to 11 feet between Paxton Road and South Main Street. This compares to typical lane widths of 10-12 feet depending on the context, as displayed in Exhibit 2.
 - Road surface and sidewalk surface conditions vary, with areas of poor surface conditions. Sidewalks throughout the study area are constructed with concrete. Heaving is prevalent, particularly at driveways. Vegetation encroachment is also notable in locations.
 - A five (5)-year review of crashes between 2019 and 2023 presented the following:
 - Eighty-four (84) total crashes
 - One (1) crash involving a pedestrian occurred at the intersection of Sedgwick Road and Wardwell Road. The crash resulted in no apparent injuries
 - Of the 84 crashes:
 - Forty-nine (49) resulted in property damage only
 - Fourteen (14) resulted in possible injury
 - Twenty (20) resulted in minor injury
 - One (1) resulted in serious injury
 - None (0) resulted in fatality. During this report development, there was one pedestrian fatality on November 27, 2024 near the intersection of Sedgwick Road and Cornell Road. Investigation into the crash is underway

- The RSA study area was reviewed against the Vision Zero Action Plan to discern any Town-wide safety issues identified by the Action Plan which may be applicable to the study area. These are presented in Exhibit 3.

Exhibit 2: Sedgwick Road Geometry

From	Ridgebrook Dr		Paxton Rd		Wardwell Rd		Ridgewood Rd	
To	South Main St		Ridgebrook Dr		Paxton Rd		Wardwell Rd	
Distance	0.13 Mi		0.2 Mi		0.31 Mi		0.3 Mi	
Functional Classification	Minor Arterial		Minor Arterial		Minor Arterial		Minor Arterial	
Speed Limit	35 MPH		35 MPH		35 MPH and 25 MPH		35 MPH	
Direction	EB	WB	EB	WB	EB	WB	EB	WB
Lanes	2	2	1	1	1	1	1	1
Lane Width	11'	11'	15'	15'	14'	14'	15'	15'
Sidewalk Type	Concrete	Concrete	Concrete	Concrete	Concrete	Concrete	Concrete	Concrete
Sidewalk Width	5'	5'	4-5'	4-5'	5'	5'	4'	5'
Sidewalk Condition	Good	Good	Good	Poor-Good	Good	Poor-Good	Good	Good
ADA Ramp Present	Yes	Yes	Varies	Varies	Yes	Yes	Varies	Yes
ADA Ramp Compliant	Yes	Yes	Varies	Varies	Yes	Yes	Varies	Yes
Curb	Granite	Granite	Granite	Granite	Granite	Granite	Granite	Varies
Parking	No	No	Yes	Yes	No	No	Yes	Yes
Shoulder	N/A	N/A	N/A	N/A	3-5'	3-5'	N/A	N/A
Notes			Widens to 20' when median ends to the west		18' EB lane between Paxton and Riggs			

Exhibit 3: Applicability of Identified Safety Issues from West Hartford Vision Zero Action Plan

Safety Concern	Applicable	Location	Notes
Speeding	<input checked="" type="checkbox"/>	Study Area	Based on RSA Feedback
Crashes Involving Vulnerable Users	<input checked="" type="checkbox"/>	Wardwell & Sedgwick Cornell & Sedgwick	One (1) crash involving a pedestrian, resulting in no apparent injury and one (1) crash involving a pedestrian, resulting in fatality on November 27, 2024*
DUI / Distracted Crashes	<input type="checkbox"/>		
Crashes at 4-leg, Two-Way Stop-Controlled (TWSC) Intersections	<input checked="" type="checkbox"/>	Wardwell & Sedgwick	15 crashes in last 5 years, 6 resulting in injury of some kind
Angle Crashes at TWSC	<input checked="" type="checkbox"/>	Wardwell & Sedgwick	Four (4) angle crashes in last 5 years
Head-On Crashes	<input type="checkbox"/>		
Single Vehicle Crashes	<input type="checkbox"/>		
Crashes at Night	<input type="checkbox"/>		

3. RSA Assessment and Recommendations

The RSA assessment and recommendations are grouped into three sections:

1. Corridor-wide findings and recommendations,
2. Site-specific findings and recommendations, and
3. An overview table of elements from the West Hartford Vision Zero RSA field considerations applicable to the study area.

Site-specific findings and recommendations present photos and potential recommendations. These are presented from east to west, in order of the RSA walk. They highlight the areas most discussed during the RSA. The roadway sections include:

- Sedgwick Road / South Main Street intersection.
- Sedgwick Road: South Main Street to Sulgrave Road / Westland Avenue.
- Sedgwick Road: Sulgrave Road / Westland Avenue to Westminster Drive / Lemay Street.
- Sedgwick Road: Westminster Drive / Lemay Street to Wardwell Road.
- Sedgwick Road: Wardwell Road to Ridgewood Road.

Appendix B includes the field packet used by participants.

3.1. Corridor-Wide Findings

RSA Findings

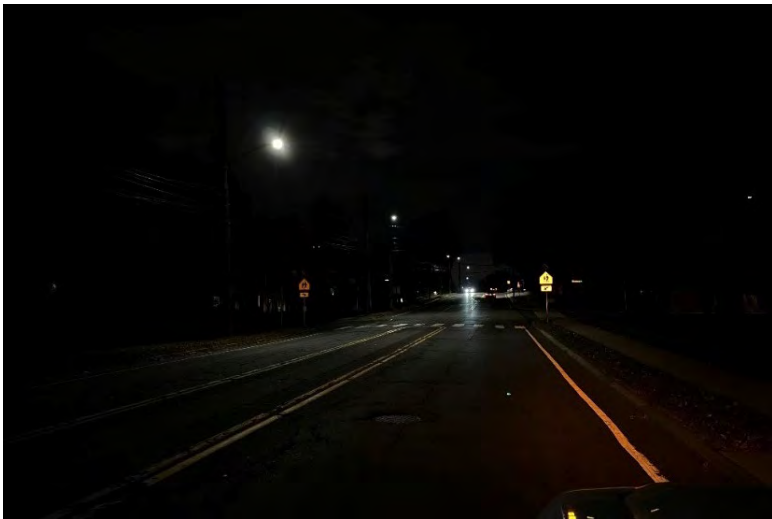
Several themes were discussed during the RSA, including:

- Pedestrian accommodation and crossings.
- Lack of bicycle accommodations.
- Poor roadway and sidewalk surface condition, as displayed in Exhibit 4. Roadway conditions are expected to improve in 2025 with a planned reconstruction of the corridor between South Main Street and Wardwell Road.
- Marked crossings, particularly along side streets, are in poor condition.
- High vehicular speeds.
- The existing speed limit (35 MPH with 25 MPH school zone speed limit).
- Overhead street lighting. While the RSA was conducted during daylight hours, Town staff conducted a night-time field visit to evaluate lighting levels and conducted a desktop review of lighting. A photo of nighttime conditions is presented in Exhibit 5. Based on this review, the Town is planning additional or modified overhead streetlight fixtures at the following locations:
 1. 15, 40, 72, 100, 141, 149, and 177 Sedgwick Road
 2. Tunxis Road approach to Sedgwick Road
 3. South Main Street at Sedgwick Road / Park Road Intersection
 4. South Main Street: Park Road to Webster Hill Boulevard

Exhibit 4: Vegetation Encroachment on Sidewalk



Exhibit 5: Sedgwick Road Night Visibility (view east toward Lemay Street crosswalk)



More details on pedestrian and bicycle accommodations are presented below.

Pedestrian Accommodations and Crossings

- Crosswalks exist on all legs of the two existing signalized intersections within the study area (Sedgwick Road / South Main Street and Sedgwick Road / Ridgewood Road).
- There are three additional crosswalks across Sedgwick Road at unsignalized intersections. One is located west of Westminster Drive and two are located at Wardwell Road on the east and west sides. Both crosswalks are utilized by both middle and elementary school students. Crossing guards are stationed at the crosswalks during school drop off and dismissal times. RSA participants stated that both crossings are heavily utilized. The Town of West Hartford installed Rectangular Rapid Flashing Beacons (RRFB) at these crosswalks in 2024.
- Some sidewalks and curb ramps are not Americans with Disabilities Act (ADA)-compliant. The surface condition of sidewalks is uneven in many areas, particularly at driveways. Pedestrian signal infrastructure at the signalized intersection of South Main Street and Sedgwick / Park Road is not ADA-compliant as well. Crosswalk paint is in generally poor condition throughout the study area. Many of these concerns will be addressed by two upcoming ADA-related projects currently underway:
 1. Accessible Pedestrian Signal (APS) project work planned for the intersection of South Main Street and Park Road / Sedgwick Road, and
 2. A Town-wide ADA curb ramp project.

Bicycle Accommodations

- The 2024 West Hartford Bicycle Plan and Bicycle Facility Selection & Design Guide (*Bike Plan*) facility selection matrix identified a buffered bike lane as a recommended facility and a bike lane as an acceptable facility. This is based on traffic counts conducted by the Town in September / October of 2024 which collected an Average Annual Daily Traffic (AADT) of 8,077 and 85th percentile speeds of 40 MPH. Additionally, this RSA includes several countermeasures that are expected to reduce vehicular speeds.
- The corridor is abutted by bike lanes on Sedgwick Road to the west of Ridgewood Road. South Main Street is a shared use roadway north of the Sedgwick Road / Park Street intersection.
- RSA participants stated that bicycle facilities are needed in the corridor. Some participants expressed interest in a two-way separated bike lane or other infrastructure aside from standard bicycle lanes.

Details on site-specific findings and recommendations are summarized in the subsequent sections. Exhibit 6 provides a summary map of corridor recommendations. Exhibit 7 and Exhibit 8 show cross sections at various locations on Sedgwick Road.

Corridor-Wide Recommendations

Short-Term Recommendations (Goal: Up to 2 years):

- Stripe crosswalks across all side streets in the corridor.

- Apply to Connecticut Office of the State Traffic Administration (OSTA) for a modification of the speed limit to 30 MPH based on the following:
 1. Stopping sight distance due to the vertical crest curve east of Sulgrave Road.
 2. Intersection sight distance exiting Sulgrave Road and Westland Avenue.
 3. Recommended speed limit based on FHWA's [*Methods and Practices for Setting Speed Limits*](#) as one recommended method by CTDOT OSTA [*Guidelines for Establishing Speed Limits in the State of Connecticut*](#). Reductions in the speed limit are recommended by the methodology because of the number of driveways, pedestrian activity, and crash history. Appendix C presents roadway speed data in the corridor.
 4. Recommendations included in this RSA for raised crosswalks for which current Town Standards require a posted speed limit of 30 MPH or less.

Medium-Term Recommendations (Goal: 2 to 5 years):

- Repair sidewalk slabs in need of repair.
- Replace all streetlight fixtures to ensure all lighting meets lumen output recommended by AAHSTO *Roadway Lighting Design Guide* (2018). To meet an average 0.7 foot-candle illuminance, as recommended for a minor arterial in a residential area, 6,000 lumen minimum, Type III fixtures should be considered. 8,000 lumen, Type III fixtures *could* be considered adjacent to the middle school to provide increased lighting levels in this area. Existing fixtures are 4,000 lumen.

Long-Term Recommendations (Goal: 5 or more years):

- Install curb extensions at all feasible intersections. These are the intersections which will have adjacent parking provided on Sedgwick Road as displayed in Exhibit 7 and includes the intersections of Fairlee Road, Garfield Road, Owings Road, Castlewood Road, and Cornell Road. The intersections of Newport Avenue, Colton Road, Ridgebrook Drive, and Four Mile Road are included separately as they are included as a short-term recommendation as part of the Sedgwick Road reconstruction project.

Exhibit 6: Corridor Recommendations



Exhibit 7: Sedgwick Road Cross Section, South Main Street to Scarsdale Road, Fairlee Road to Ridgewood Road

Sedgwick Road Cross Section Between S. Main Street and Scarsdale Road

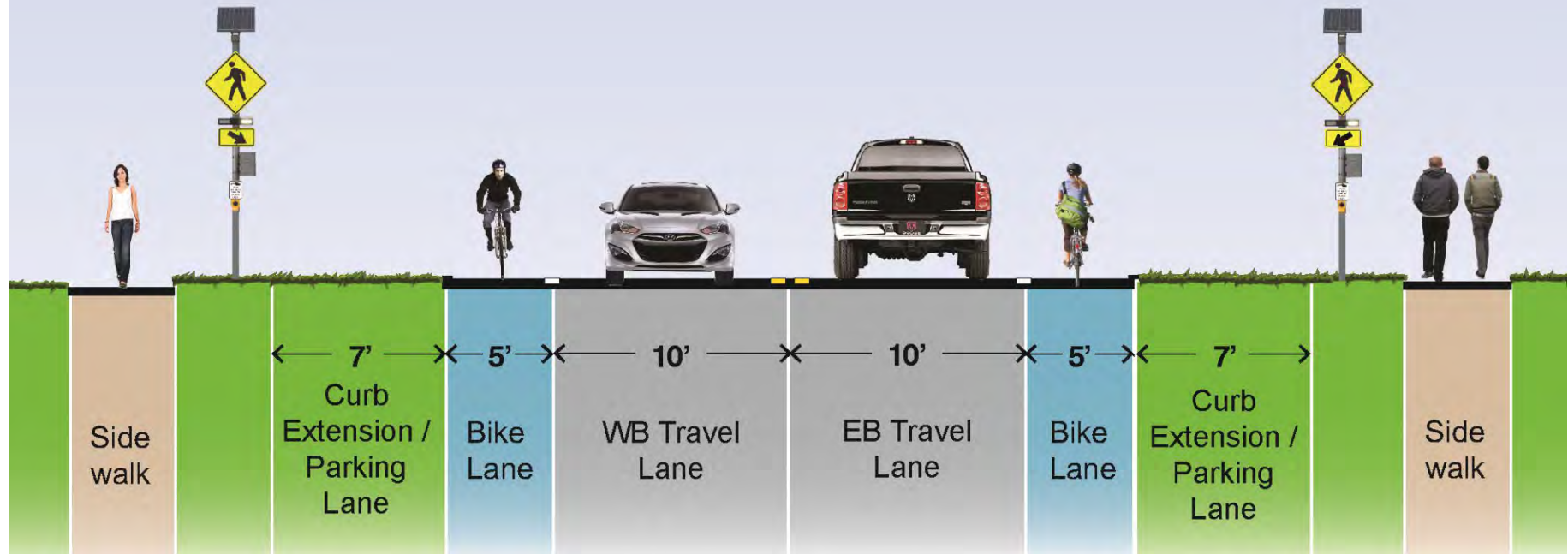
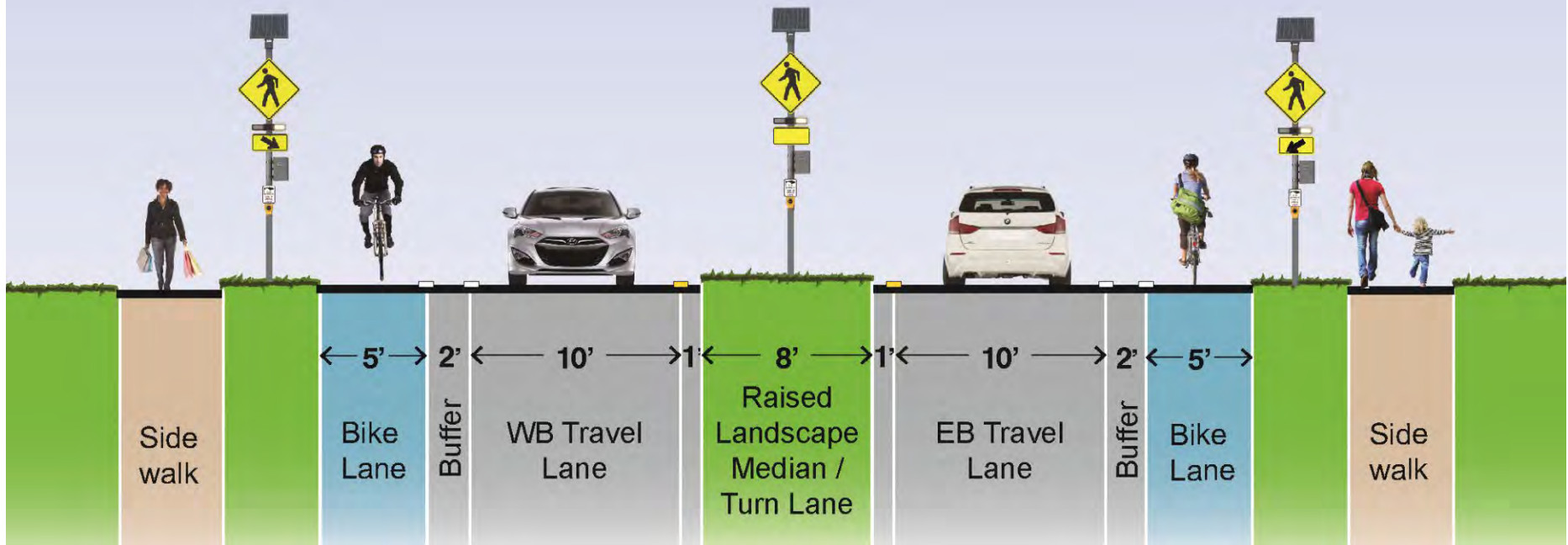


Exhibit 8: Sedgwick Road Cross Section, Scarsdale Road to Fairlee Road

Sedgwick Road Cross Section Between Scarsdale Road and Fairlee Road



3.2. Sedgwick Road / South Main Street Intersection

RSA Findings

The Town previously reviewed a roundabout for this intersection but dismissed it as a viable option because of the need for property outside the roadway right-of-way and associated impacts. A review of traffic volumes showed that a hybrid roundabout with two through lanes in the northbound and southbound direction was necessary to handle traffic demand which further increases impacts.

- The crosswalk paint at the intersection is in fair to poor condition and needs maintenance. Exhibit 9 displays crosswalks at the intersection.
- This location is a crossing guard post during school days.
- Lighting in this area should be reviewed. While there is cobra head lighting at all four quadrants to the intersection, RSA participants noted this is a dark area. The Town is currently underway adjusting overhead light emitting diode (LED) streetlamps in this area.
- Vegetation on the northwest quadrant of the intersection hinders sightlines for eastbound vehicles. However, this should generally not be a conflict as the right-turn is signed for No-Turn-on-Red (NTOR).
- The intersection is wide, resulting in long crossing distances at all approaches. This can be challenging for pedestrians. The intersection is on the Town list for pedestrian signal replacement, though the timeframe for this work has not been determined. It may be beneficial to consider realigning the crosswalk legs to shorten pedestrian crossing distances.

Exhibit 10 displays the lane configuration and crosswalk locations.

- All four approaches are signed for NTOR. Police stated that many drivers do not obey the NTOR signage at both the eastbound and westbound approaches to the intersection
- Police stated that most crashes at this intersection are a result of turning movement conflicts, with most incidents not being speed related. They also mentioned that they conduct frequent speed enforcement in the area.
- A participant said that drivers heading southbound on South Main Street are most likely to speed as they exit West Hartford Center.
- RSA participants and public comments from the Vision Zero interactive map mentioned particular concern for red light running at this location. Additionally, there was concern for short green times that do not allow adequate clearance of signal.
- Town staff stated that the eastbound approach to the intersection has the highest volumes during the AM peak period, making the two through lanes in that direction essential. There was discussion to consider a dedicated right-turn lane in the westbound direction, with one through lane, to eliminate the merge past the intersection in the westbound direction.

Exhibit 9: Sedgwick Road / South Main Street Intersection Crosswalks



Exhibit 10: Existing Lane Configuration at Sedgwick Road / South Main Street Intersection (Source: Google Maps)



Site-Specific Recommendations

Short-Term Recommendations (Goal: Up to 2 years):

- Review signal timings to ensure adequate green time provided for all movements, especially left-turn movements.
- Restripe and reconfigure the westbound approach to South Main Street. Convert the curbside lane (currently a shared through / right lane) to a dedicated right-turn lane. This would eliminate the need to carry two westbound lanes on Sedgwick Road west of South Main Street and eliminate the need for a merge at this location. This recommendation aims to streamline traffic flow, reduce conflicts, and enhance safety by eliminating merge movements and clarifying vehicle paths. Further review reconfiguration options for eastbound approach to verify infeasibility of lane reconfiguration as was reported in Synchro traffic analysis software. This effort will require coordination with OSTA.
- Realign the lane striping to include a bike lane.
- Consider this location as a potential location for automated red-light enforcement.

Medium-Term Recommendations (Goal: 2 to 5 years):

- Realign the crosswalk legs to shorten crossing distances to improve pedestrian safety. Maintain exclusive pedestrian phase with this modification.
- Install NTOR blank out signs, as displayed in Exhibit 11.

Exhibit 11: NTOR Blank Out Sign Example



3.3. Sedgwick Road: South Main Street to Sulgrave Road / Westland Avenue

RSA Findings

- Large curb cuts to the commercial plazas located at 1-13 Sedgwick Road and 15 Sedgwick Road may pose challenges for pedestrians. Additionally, the back of the sidewalk is flush with the adjacent parking lot which allows maneuvering vehicles to drive on the sidewalk. This area is shown in Exhibit 12.
- Vegetation overgrowth over the sidewalk is present at various locations.
- The sidewalk on the north side of Sedgwick Road narrows from five feet to four feet wide west of 24 Sedgwick Road.
- Sidewalks are generally in fair condition. Some sections show signs of heaving.
- There are few street trees in this area.
- There are no midblock crossings in this area.
- Participants stated that the merge from two lanes to one lane in the westbound direction is problematic, particularly with the location of the CT *transit* bus stop.
- Police have received complaints that drivers often need to cross the yellow line on the hill to navigate around stopped buses opposite Paxton Road. CT *transit* stated that they will evaluate the feasibility of relocating the bus stop.
- Participants noted that the westbound left-turn lane to Westminster Drive is helpful for westbound traffic as stopping sight distance is limited in this area and left-turning traffic can be queued up to Sulgrave Road. The vertical curve presents a stopping sight distance of approximately 230 feet based on a desktop review of the curve. This correlates to a design speed of 30 MPH based on Figure 7-1A in the CTDOT Design Manual. Appendix D presents vertical sightlines on Sedgwick Road.
- Participants stated that turning left out of Sulgrave Road is challenging for drivers due to restricted sight lines looking east due to the vertical curve. The vertical crest curve presents an intersection sight distance of approximately 280 feet for passenger vehicles and 360 feet for single unit trucks based on desktop review of the curve. This correlates to a design speed of 25 MPH based on Figure 11-2C in the CTDOT Design Manual. The Sedgwick Road westbound approach to this intersection is currently signed with a 25 MPH advisory speed.
- Participants stated that the painted medians with rumble strips are not as effective for traffic calming as desired. Exhibit 13 through Exhibit 18 display existing conditions through this area of the corridor.

Exhibit 12: Driveway Curb Cuts for 1-13 Sedgwick Road



Exhibit 14: View Toward Newport Avenue



Exhibit 13: CTtransit Stop near 24 Sedgwick Road at Westbound Lane Merge



Exhibit 15: Sidewalk with Cracked Pavement and Vegetation



Exhibit 16: Vegetation Encroachment on Sidewalk



Exhibit 18: Westbound 25 MPH Advisory Speed for Sedgwick Road at Sulgrave Road / Westland Avenue



Exhibit 17: Crosswalk at Sulgrave Road



Site-Specific Recommendations

Short-Term Recommendations (Goal: Up to 2 years):

- Implement the following features east of Scarsdale Road, as displayed in Exhibit 7:
 - Stripe a 7-foot parking lane on both sides
 - Stripe 5-foot eastbound/westbound bike lanes
 - Stripe 10-foot eastbound/westbound travel lanes
- Implement the following features west of Scarsdale Road, as displayed in Exhibit 8:
 - Stripe 5-foot eastbound/westbound bike lanes

- Stripe 10-foot eastbound/westbound travel lanes with a 2-foot outside buffer
- Install an 8-foot landscaped median with 1-foot shoulders / 10-foot left-turn lane
- Create lateral shift between cross sections Exhibit 7 and Exhibit 8.
- Relocate the CT *transit* bus stop opposite Paxton Road east to Riggs Avenue to reduce conflicts caused by stopped buses and oncoming traffic around the vertical crest curve.
- Coordinate with West Hartford-Bloomfield Health District to remove overgrown vegetation encroaching into sidewalk.
- Coordinate with the Zoning Enforcement Officer to address vegetation concerns limiting sightlines.

- Install median island west of Scarsdale Road as shown in Exhibit 8.

Exhibit 19: High Intensity Light with RRFB at Fern Street Crosswalk (Source: Town of West Hartford)



Medium-Term Recommendations (Goal: 2 to 5 years):

- Reduce width of combined curb cut for the shopping plaza at 1-13 Sedgwick Road and 15 Sedgwick Road.
- Install curbing at the back of sidewalk to prevent vehicle trespass into sidewalk area for 1-13 Sedgwick Road and 15 Sedgwick Road.
- Install a midblock crossing at the Colton Avenue / Newport Road intersection to enhance visibility and safety for pedestrians. Include crosswalk, curb extensions, and RRFB with high intensity crosswalk lighting and shown in Exhibit 19.
- Install curb extensions at Ridgebrook Drive and Four Mile Road.

3.4. Sedgwick Road: Sulgrave Road / Westland Avenue to Westminster Drive / Lemay Street

RSA Findings

- Exiting onto Sedgwick Road from Westland Avenue was observed to be challenging for drivers because of the steep grade on Sedgwick Road to the east, as displayed in Exhibit 20 which creates potential sightline issues. Drivers on Westland Avenue have limited sightlines when traveling westbound up over the hill on Sedgwick Road. The vertical crest curve presents an intersection sight distance of 280 feet for passenger vehicles and 360 feet for single unit trucks based on desktop review of the curve, as presented in Appendix D. This correlates to a design speed of 25 MPH based on Figure 11-2C in the CTDOT Design Manual. Exhibit 21 displays signage at the Westland Avenue stop sign. Exhibit 22 displays the flashing school sign westbound on Sedgwick Road.
- At school dismissal, the crosswalk across Sedgwick Road west of Lemay Street and Westminster Drive appeared to be busier than the one at Wardwell Road, which is closer to the school. There were two crossing guards at this location. This location should be considered for a raised crosswalk. An RRFB was installed by the Town at this location in 2024, as displayed in Exhibit 23.
- The crosswalk across Westminster Drive is very long at 75 feet.
- Participants stated concern about the speeding westbound down the hill towards Westminster Drive.

Exhibit 20: View East from Westland Avenue towards Vertical Hill on Sedgwick Road



Exhibit 21: Signage at Westland Avenue Crossing Indicating Limited Sight Distance



Exhibit 22: Flashing School Speed Limit Sign near Westland Avenue



Site-Specific Recommendations

Short-Term Recommendations (Goal: Up to 2 years):

- **Quick Build:** Install median island to create a pedestrian refuge island with quick-build materials on Sedgwick Road at Lemay Street.
- **Quick Build:** Reduce crossing distance of Westminster Drive with quick-build materials by constructing a curb extension and extending the existing median to the crosswalk.
- Implement the following features, as displayed in Exhibit 8:
 - Stripe 5-foot eastbound / westbound bike lanes
 - Stripe 10-foot eastbound / westbound travel lanes with a 2-foot outside buffer

- Install an 8-foot landscaped median with 1-foot shoulders / 10-foot left-turn lane
- Consider automated speed enforcement in westbound direction approaching the crosswalk at Westminster Drive.

Medium-Term Recommendations (Goal: 2 to 5 years):

- West of Lemay Street, modify the existing crosswalk to a raised crosswalk. Install median island to create a pedestrian refuge island. Install RRFB on center median in addition to existing RRFBs at curb.
- Extend Westminster Drive median island to Sedgwick Road to serve as pedestrian refuge island. Maintain existing curb line on southwest corner to accommodate entering traffic from Lemay Street.

Long-Term Recommendations (Goal: 5 or more years):

- Consider a half closure at Westland Avenue, allowing northbound access only. Alternatively, a full closure of Westland Avenue between Van Buren Avenue and Sedgwick could be considered.
- Increase the sidewalk width to five (5) feet to maintain consistency with the rest of the corridor.

3.5. Sedgwick Road: Westminster Drive / Lemay Street to Wardwell Road

RSA Findings

- There are approximately 900 students at Sedgwick Middle School and approximately 500 students at Duffy Elementary School. Many of these students walk and / or bike to school highlighting the importance of Sedgwick Road to students accessing these schools.
- Police voiced concern about safety at the Tunxis Road intersection.
- The intersection of Tunxis Road and Sedgwick Road is characterized by a sharp angle. It can be difficult for right-turning vehicles from Tunxis Road to see conflicting eastbound vehicles on Sedgwick Road. Additionally, the geometry of the intersection does not require right-turning vehicles from Tunxis Road or left-turning vehicles from Sedgwick Road to slow down. This location is displayed in Exhibit 24.
- The crosswalk along Sedgwick Road across Tunxis Road is unclear. The curb ramp on the western side of the intersection is aligned behind the stop bar for Tunxis Road.
- A flashing stop sign has recently been installed on the Tunxis Road approach to Sedgwick Road.
- For school drop-off and pick-up, parents park along Wardwell Road, while buses enter the school via the northern driveway on Wardwell Road and exit via Sedgwick Road.
- There is notable congestion during school drop-off. Parent drop-off occurs along 250-ft of curb between the two school driveways on Wardwell Road. However, parents often do not use the northern segment of this space even though this area is frequently vacant. Congestion often backs up along Sedgwick Road westbound past the school. School officials were open to alternatives for pick-up / drop-off patterns.
- Because of the drop-off / pick-up congestion and pedestrians crossing Sedgwick Road at Wardwell Road, school staff are hesitant to shift the westbound left-turn at Tunxis Road to Wardwell Road. An advantage of the existing configuration is less vehicular traffic at the Wardwell Road intersection.
- An eastbound left-turn lane to Wardwell Road was installed in 2019 to alleviate congestion concerns in the eastbound direction related to school drop-off. This has caused some concern at the crosswalk at Wardwell Road because of fast-moving eastbound traffic and limited sight lines to the crosswalk because of stopped vehicles turning left.
- School representatives noted that students typically utilize the crosswalks and sidewalks in the area.
- Crosswalks are in poor condition in this area, as shown in Exhibit 25 and Exhibit 26. There is an RRFB at the crosswalk on the east side of Wardwell Road intersection, as shown in Exhibit 26. However, pedestrians typically cross this intersection from the southwest corner even though there is no RRFB located at this corner.
- About 25 kids were observed leaving school on bicycles.

Exhibit 23: RRFB and Crosswalk at Westminster Drive and Lemay Street



Exhibit 24: View Toward Tunxis Road



Exhibit 25: Crosswalk at Wardwell Road in Poor Condition



Exhibit 26: Wardwell Road Crosswalk at Morning Arrival



Site-Specific Recommendations

Short-Term Recommendations (Goal: Up to 2 years):

- **Quick Build:** Install hardened centerline for Sedgwick Road westbound at Tunxis Road.
- **Quick-Build:** Install median island to create a pedestrian refuge island with quick-build materials on Sedgwick Road at Wardwell Road.
- Implement the following features, as displayed in Exhibit 7:
 - Stripe 5-foot eastbound/westbound bike lanes
 - Stripe 10-foot eastbound/westbound travel lanes with a 2-foot outside buffer
 - Install an 8-foot landscaped median with 1-foot shoulders / 10-foot left-turn lane
- Repaint crosswalk markings at Lemay Street and Wardwell Road.
- Install an additional RRFB pair on the west side of the intersection at Wardwell Road to better accommodate pedestrian patterns at this intersection.
- Consider automated speed enforcement eastbound direction approaching the crosswalk at Wardwell Road.

Medium-Term Recommendations (Goal: 2 to 5 years):

- At Wardwell Road, convert intersection to a raised intersection. Install median island to create a pedestrian refuge island for the crosswalk east of Wardwell Road.

Long-Term Recommendations (Goal: 5 or more years):

- Reconfigure school drop-off / pick-up zone to increase capacity and reduce queuing onto Sedgwick Road. Evaluate

options in detail in future Sedgwick Middle School Safe Routes to School (SRTS) report. Potential options could include one or more of these strategies:

- Increase curb length for drop-off zone on Wardwell Road
- Reconfigure parking lot on west side of campus to allow relocated / additional drop-off zone adjacent to school building
- Convert Sedgwick Road driveway to two-way, reconfiguring parking lot on east side of campus to allow drop-off / pick-up in that area of campus
- Construct drop-off zone along Sedgwick Road with separation divider (similar to Charter Oak School)
- Relocate / reconfigure school bus drop-off/pick-up to alternative location and utilizing rear driveway for parent drop-off / pick-up
- Reconfigure the intersection of Tunxis Road and Sedgwick Road. A current aerial photograph is displayed in Exhibit 27. Consider the following options:
 - Option A: Realign Tunxis Road to reduce angle between Tunxis Road and Sedgwick Road. Consider median island on Tunxis Road to discourage left-turning vehicles from Sedgwick Road crossing the double yellow centerline. Buena Vista Road at Sedgwick Road is an example of this movement. Convert Wardwell Road between Sedgwick Road and Tunxis Road to one-way southbound. Converting this leg to one-way southbound reduces conflict points at the Sedgwick and Wardwell Road intersection
 - Option B: Realign Tunxis Road and Wardwell Road to a 4-leg single lane roundabout. This option also requires realignment of Wardwell Road north of Sedgwick Road

and impacts property on the southwest corner of the Sedgwick Middle School campus. A roundabout **should not** be considered until congestion concerns related to parent drop-off / pick-up for Sedgwick Middle School are addressed. Queuing through a roundabout would be detrimental to passage of all movements and a roundabout should generally not be considered in these circumstances

3.6. Sedgwick Road: Wardwell Road to Ridgewood Road

RSA Findings

- The signalized intersection of Sedgwick Road at Ridgewood Road is a crossing guard post during school days.
- There are many left turning movements from Ridgewood Road northbound to Sedgwick Road westbound. The inverse movement (westbound right turn to Ridgewood southbound) is also common. The intersection is shown in Exhibit 28.
- Sedgwick Road, west of the intersection, has bike lanes in both directions, while Ridgewood Road has shared lane markings (sharrows) to guide cyclists.
- There is overgrown vegetation over the sidewalk at the northeast corner of this intersection, as shown in Exhibit 29.
- Police stated that while right turns on red are allowed at this location, drivers must pull into the crosswalk to gain the visibility needed to make the turn safely due to hedge on the northeast and southeast corners of the intersection.
- Crosswalks are needed at all side streets in this area, particularly at locations like Owings Road and Cornell Road, where they are currently missing.
- Overgrown vegetation and sightline issues were observed at:
 - Garfield Road (northwest corner)

Exhibit 27: Sedgwick Road, Tunxis Road, and Wardwell Road Intersection



- Castlewood Road (northeast corner)
- Cornell Road (southeast corner)
- Owings Road (southeast corner)
- Fairlee Road (northwest corner)

- Stripe 5-foot eastbound/westbound bike lanes
- Stripe 10-foot eastbound/westbound travel lanes

Exhibit 28: View of Sedgwick Road West of Ridgewood Road Intersection



Exhibit 29: Overgrown Vegetation, View North of Sedgwick Road on Ridgewood Road



Site-Specific Recommendations

Short-Term Recommendations (Goal: Up to 2 years):

- Implement the following features west of Wardwell Road, as shown in Exhibit 8:
 - Stripe a 7-foot parking lane on both sides

- Coordinate with West Hartford-Bloomfield Health District to remove overgrown vegetation encroaching into sidewalk.
- Coordinate with the Zoning Enforcement Officer to address vegetation concerns limiting sightlines.
- Install an NTOR blank out sign for the eastbound approach.
- Consider continuing the following cross section west of Wardwell Road:

- Stripe 5-foot eastbound/westbound bike lanes
- Stripe 10-foot eastbound/westbound travel lanes with a 2-foot outside buffer
- Install an 8-foot median with 1-foot shoulders / 10-foot left-turn lane”

A summary matrix of recommendations is provided in Exhibit 30.

Exhibit 30: Recommendations Matrix

Recommendations (East to West)		Short-term	Medium-term	Long-term
		0-2 Years	2-5 Years	5 + Years
Corridor Wide	Strip crosswalks across all side streets	•		
	Modify speed limit to 30 MPH		•	
	Repair sidewalk in need of repair		•	
	Replace streetlight fixtures to meet lumen output recommended by AAHSTO		•	
	Install curb extensions at all intersections			•
Sedgwick Rd / South Main St Intersection	Review signal timings to ensure adequate green time provided for all movements	•		
	Reconfigure WB approach to South Main St, convert curbside lane to dedicated right-turn lane	•		
	Realign lane striping to include bike lane	•		
	Consider automated red-light enforcement	•		
	Realign crosswalk legs to shorten crossing distances and recover time during pedestrian phase		•	
	Install No-Turn-on-Red blank out signs		•	
South Main St to Sulgrave Rd / Westland Ave	Implement S Main St to Sulgrave Rd Cross Section: 1) Stripe 7' parking lane on both sides of street, 2) Stripe 5' eastbound (EB) / westbound (WB) bike lanes, 3) Stripe 10' EB / WB travel lanes	•		
	Implement Sulgrave Rd to Fairlee Rd Cross Section: 1) Stripe 5' EB / WB bike lanes, 2) Stripe 10' EB / WB travel lanes with 2' outside buffer, 3) Install 8' median with 1' shoulders / 10' two-way left turn lane	•		
	Create lateral shift between cross sections	•		
	Relocate CT <i>transit</i> bus stop on north side of Sedgwick Rd farther west	•		
	Clear debris and overgrown vegetation	•		
	Address vegetation limiting sightlines	•		
	Reduce width of combined curb cut at 1-13 and 15 Sedgwick Rd		•	
	Install curbing at back of sidewalk for 1-13 Sedgwick Rd and 15 Sedgwick Rd		•	
	Install midblock crossing with pedestrian scale lighting at Colton Rd / Newport Ave		•	
	Install curb extensions at Ridgebrook Dr/Four Mile Rd		•	
	Install median island west of Sulgrave Rd		•	

Exhibit 30: Recommendations Matrix (continued)

Recommendations (East to West)		Short-term	Medium-term	Long-term
		0-2 Years	3-5 Years	6-10 Years
Sulgrave Rd / Westland Ave to Westminster Dr / Lemay St	Install quick-build project to reduce crossing distances across Sedgwick Rd at Lemay St and across Westminster Dr	•		
	Reduce crossing distance of Westminster Drive with quick-build materials by constructing a curb extension and extending the existing median to the crosswalk	•		
	Implement Scarsdale Rd to Fairlee Rd Cross Section: 1) Stripe 5' EB / WB bike lanes, 2) Stripe 10' EB / WB travel lanes with 2' outside buffer, 3) Install 8' median with 1' shoulders / 10' two-way LT lane	•		
	Consider automated speed enforcement in WB direction approaching crosswalk at Westminster Dr	•		
	Repaint crosswalk markings at Lemay St	•		
	Install raised crosswalk at Lemay St, install median island, install RRFB on center median		•	
	Extend Westminster Dr median island to Sedgwick Rd to serve as pedestrian refuge island		•	
	Consider half closure (northbound access only) at Westland Ave			•
	Increase sidewalk width to 5 feet			•
Westminster Dr / Lemay St to Wardwell Rd	Install quick-build projects to reduce crossing distances across Sedgwick Rd at Wardwell Rd	•		
	Implement Scarsdale Rd to Fairlee Rd Cross Section: 1) Stripe 5' EB / WB bike lanes, 2) Stripe 10' EB / WB travel lanes with 2' outside buffer, 3) Install 8' median with 1' shoulders / 10' two-way left turn lane	•		
	Repaint crosswalk markings at Wardwell Rd	•		
	Install RRFB pair on west side of Wardwell Rd	•		
	Consider automated speed enforcement EB at Wardwell Rd	•		
	Install hardened centerline as a quick-build project for Sedgwick Rd westbound (WB) at Tunxis Rd	•		
	Convert Wardwell Rd intersection to raised intersection, install median island		•	
	Reconfigure school drop-off / pick-up zone			•
	Reconfigure Tunxis Rd / Sedgwick Rd intersection			•
Wardwell Rd to Ridgewood Rd	Implement Fairlee Rd to Ridgewood Rd Cross Section: 1) Stripe 7' parking lane on both sides of street, 2) Stripe 5' eastbound (EB) / westbound (WB) bike lanes, 3) Stripe 10' EB / WB travel lanes	•		
	Clear debris and overgrown vegetation	•		
	Address vegetation limiting sightlines	•		
	Consider cross section west of Wardwell Rd: 1) Stripe 5' EB / WB bike lanes, 2) Stripe 10' EB / WB travel lanes with 2' outside buffer, 3) Install 8' median with 1' shoulder / 10' two-way LT lane	•		
	Install No-Turn on Red blank out sign for EB approach	•		

3.7. RSA Field Considerations Checklist

<i>West Hartford Vision Zero – RSA Field Considerations</i>	<i>Item Identified or Discussed by RSA Participants?</i>
<i>Pedestrian Accommodations</i>	
Sidewalks (width, grade, condition, drainage, buffer, etc.)	<input checked="" type="checkbox"/>
Sidewalk connectivity **	<input checked="" type="checkbox"/>
Lighting	<input checked="" type="checkbox"/>
Amenities (benches, trash receptacles, etc.)	<input type="checkbox"/>
<i>Pedestrian Crossings</i>	
Crossing times and distance **	<input checked="" type="checkbox"/>
Signage	<input type="checkbox"/>
Pavement markings **	<input checked="" type="checkbox"/>
Detectable warning devices (signal) **	<input checked="" type="checkbox"/>
Adequate sight distance	<input type="checkbox"/>
Wheelchair accessible ramps (grades, orientation, tactile warning strips, etc.)	<input checked="" type="checkbox"/>
Pedestrian refuge at islands	<input checked="" type="checkbox"/>
Distance between crossings **	<input checked="" type="checkbox"/>

<i>West Hartford Vision Zero – RSA Field Considerations</i>	<i>Item Identified or Discussed by RSA Participants?</i>
<i>Bicycle Accommodations</i>	
Bicycle facilities (design, location and condition)	<input checked="" type="checkbox"/>
Gaps **	<input type="checkbox"/>
Separation from traffic	<input checked="" type="checkbox"/>
Conflicts with on-street parking **	<input type="checkbox"/>
Pedestrian conflicts	<input type="checkbox"/>
Bicycle signal detection	<input type="checkbox"/>
Visibility	<input type="checkbox"/>
Roadway speed limit	<input checked="" type="checkbox"/>
Bicycle signage / markings	<input type="checkbox"/>
Shared lane width	<input type="checkbox"/>
Shoulder condition / width	<input checked="" type="checkbox"/>
Traffic volume	<input type="checkbox"/>
Heavy vehicles	<input type="checkbox"/>
Pavement condition	<input checked="" type="checkbox"/>
Debris	<input type="checkbox"/>
<i>Transit Accommodations</i>	
Location	<input checked="" type="checkbox"/>
Signage	<input type="checkbox"/>
Seating / Covers	<input type="checkbox"/>
Pedestrian connectivity **	<input type="checkbox"/>
<i>Road Facilities</i>	
Access points	<input type="checkbox"/>
Drainage	<input type="checkbox"/>
Tapers and lane shifts	<input checked="" type="checkbox"/>
Roadside clear zone / slopes	<input type="checkbox"/>

West Hartford Vision Zero – RSA Field Considerations	Item Identified or Discussed by RSA Participants?
Guide rails / protection systems	<input type="checkbox"/>
Capacity issues	<input type="checkbox"/>
Road Surface Condition	
Pavement (excessive roughness or rutting, potholes, loose material)	<input checked="" type="checkbox"/>
Edge drop-offs	<input type="checkbox"/>
Drainage issues	<input type="checkbox"/>
Intersections	
Geometry	<input type="checkbox"/>
Sight distances **	<input checked="" type="checkbox"/>
Traffic control devices	<input type="checkbox"/>
Safe storage for turning vehicles	<input checked="" type="checkbox"/>
Exclusive right turn lanes **	<input type="checkbox"/>
Signals	
Visibility	<input type="checkbox"/>
Operation	<input type="checkbox"/>
Timing **	<input checked="" type="checkbox"/>
Safe placement of equipment	<input type="checkbox"/>
Proper sight distance	<input type="checkbox"/>
Adequate lane capacity	<input checked="" type="checkbox"/>
Signage	
Correct use	<input type="checkbox"/>
Clear messaging	<input type="checkbox"/>
Good placement for visibility	<input type="checkbox"/>
Adequate retro-reflectivity	<input type="checkbox"/>

West Hartford Vision Zero – RSA Field Considerations	Item Identified or Discussed by RSA Participants?
Pavement Markings	
Correct and consistent with MUTCD	<input type="checkbox"/>
Lane widths **	<input checked="" type="checkbox"/>
Adequate visibility	<input type="checkbox"/>
Condition	<input type="checkbox"/>
Snow storage	<input type="checkbox"/>
Edgelines provided	<input type="checkbox"/>
Driver Behavior	
Compliance with speed limits **	<input checked="" type="checkbox"/>
Sight distance adequacy	<input checked="" type="checkbox"/>
Safe passing opportunities	<input type="checkbox"/>
Distractions	<input type="checkbox"/>
Unaware of pedestrians / cyclists	<input type="checkbox"/>
Miscellaneous	
Weather impacts	<input type="checkbox"/>

**** Identified by Vision Zero Task Force as a common or persistent issue in West Hartford**

4. Appendices

Appendix A – Pre-RSA Presentation

SEDGWICK ROAD ROAD SAFETY AUDIT

Ridgewood Road to South Main Street



SEPTEMBER 2024

INTRODUCTIONS



AGENDA

1. Welcome and Team Introductions
2. Study Purpose and Goals
3. Study Area
4. Review of Site-Specific Data and Issues
5. Next Steps for Tomorrow's Site Visit Audit

PURPOSE AND GOALS OF THE ROAD SAFETY AUDIT

Safety assessment of existing walking and biking routes

Improve transportation network for all users

Identify the issues that may discourage or prevent walking and bicycling

Identify next steps, evaluate feasibility of proposed improvements, and potential funding sources.

DELIVERABLES

- Existing Conditions Data Collection
- Pre-Audit Meeting
- Field Audit
- Post Audit Meeting
- Road Safety Audit Report



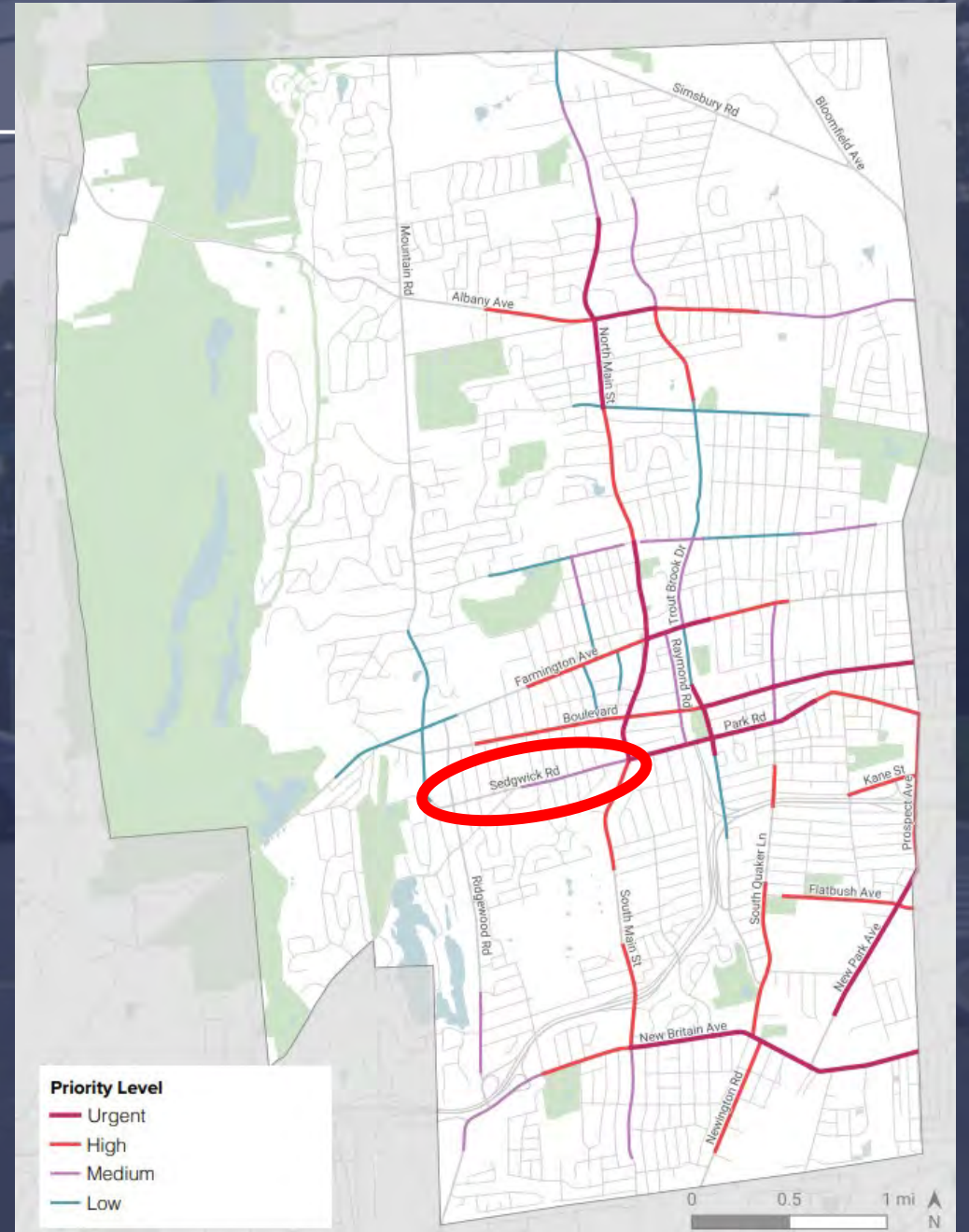
STUDY AREA

- Sedgwick Road from Ridgewood Road to South Main Street



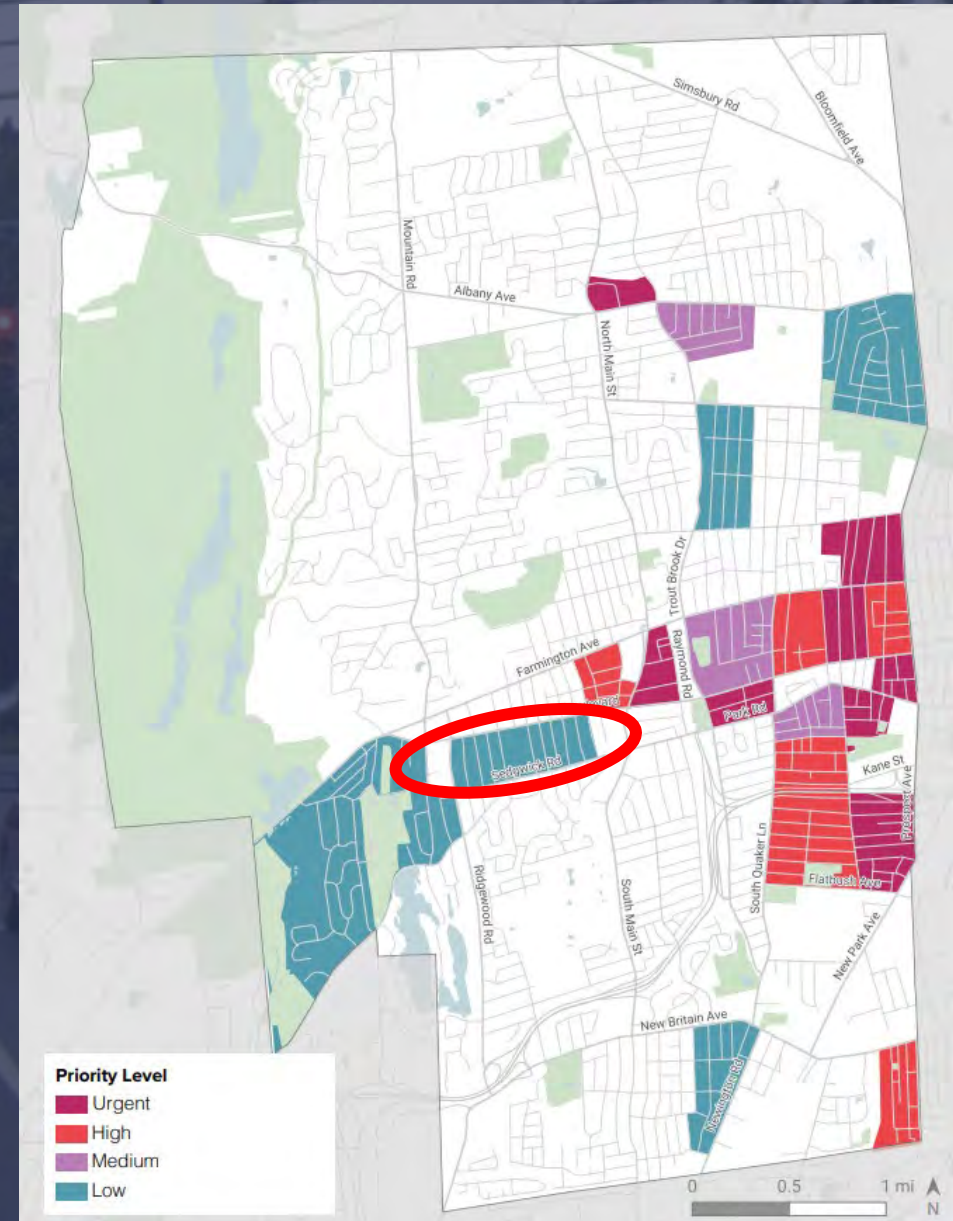
VISION ZERO FOCUS AREA STREETS

- West Hartford High Injury Network
- Public input identified nearby neighborhood as area of interest for Vision Zero
- Access to Sedgwick Middle School and Duffy Elementary School



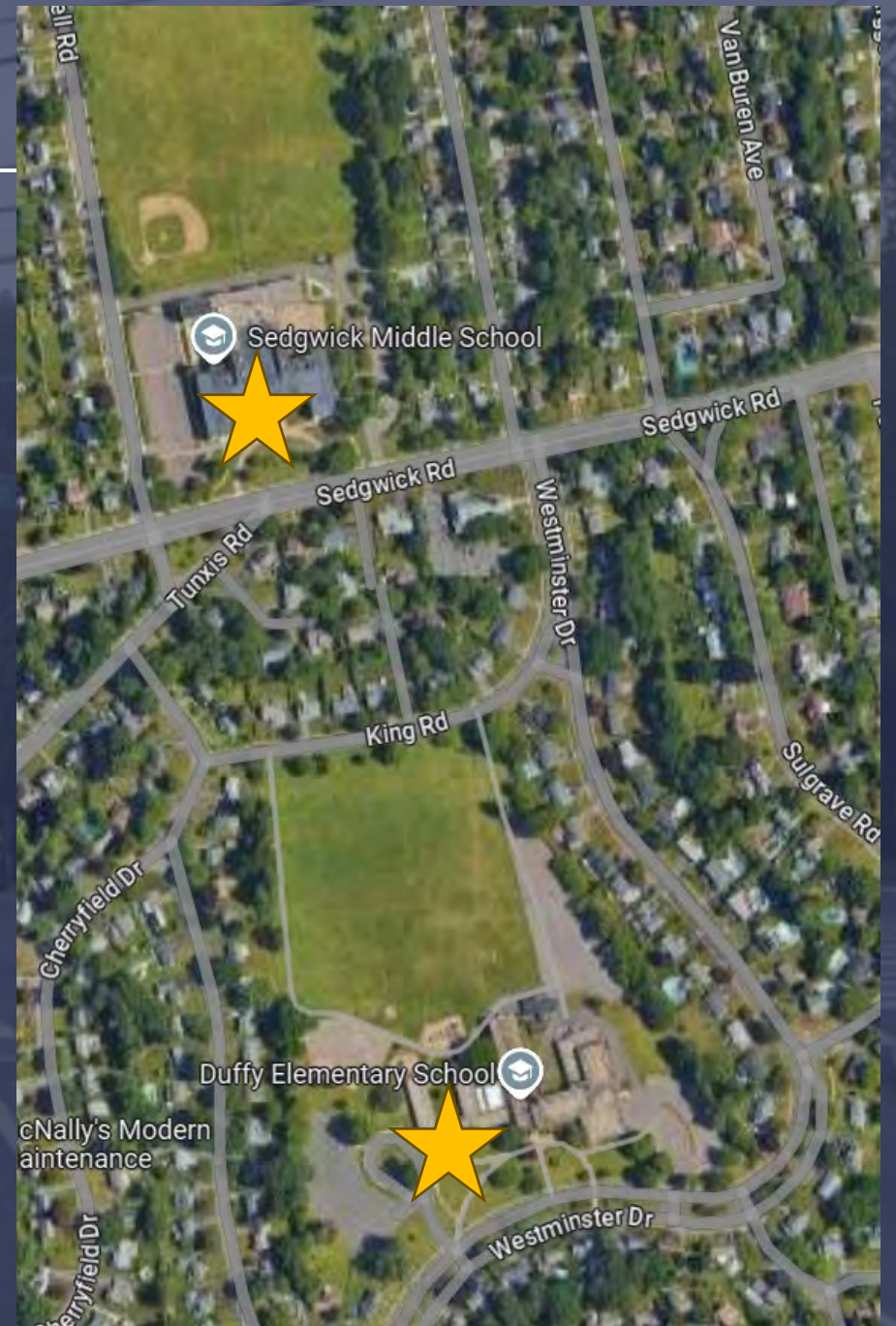
VISION ZERO FOCUS AREA NEIGHBORHOODS

- West Hartford High Injury Network
- Public input identified nearby neighborhood as area of interest for Vision Zero
- Access to Sedgwick Middle School and Duffy Elementary School



STUDY AREA IDENTIFICATION

- West Hartford High Injury Network
- Public input identified nearby neighborhood as area of interest for Vision Zero
- Access to Sedgwick Middle School and Duffy Elementary School



POINTS OF INTEREST

- Residential neighborhoods
- Sedgwick Middle School and Duffy Elementary School
- Commercial node at South Main Street



TRAFFIC VOLUMES

- Approximately 8,000 vehicles per day on Sedgwick Road (2021)
- Volumes are higher on South Main Street at around 14,000
- Traffic counts recorded by the Town in early 2020 showed volumes of 9,391 on Sedgwick Road



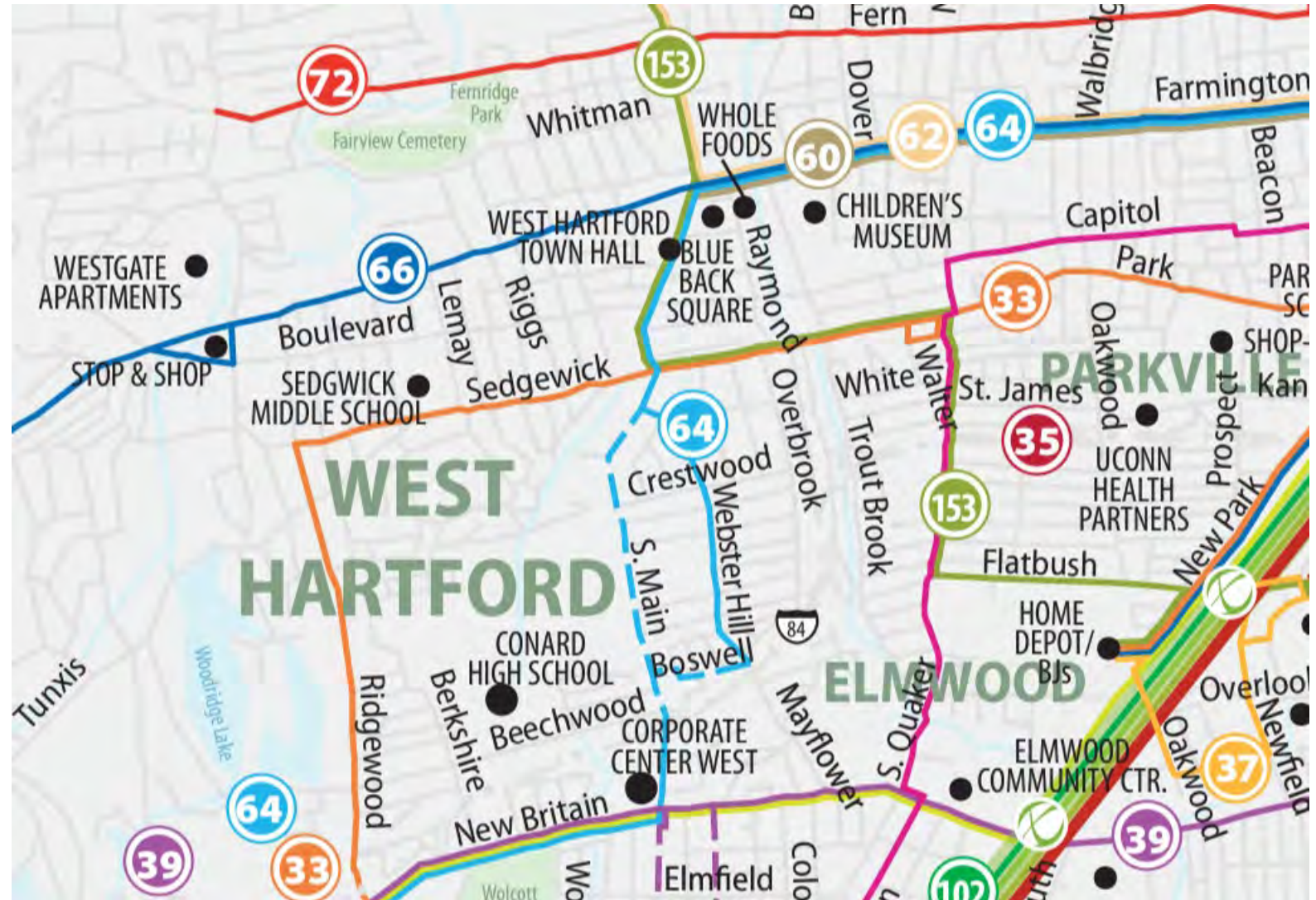
TRAFFIC SPEED LIMITS

- Speed limit in study area is 35 MPH
- During school hours, the area in front of the school drops to 25 MPH
- 85th percentile speeds of 39 MPH near the school zone for Sedgwick Middle School
- On-street parking (appears) to be allowed between Ridgewood Road and Fairlee Road



TRANSIT NETWORK

- CT *transit* local Route 33
 - Park Road
 - About 20 Minute Headways
- Ctt*ransit* local Route 64
 - Farmington Avenue – South Main
- CT *fastrak* Route 153
- Dial-a-Ride
- Senior Center

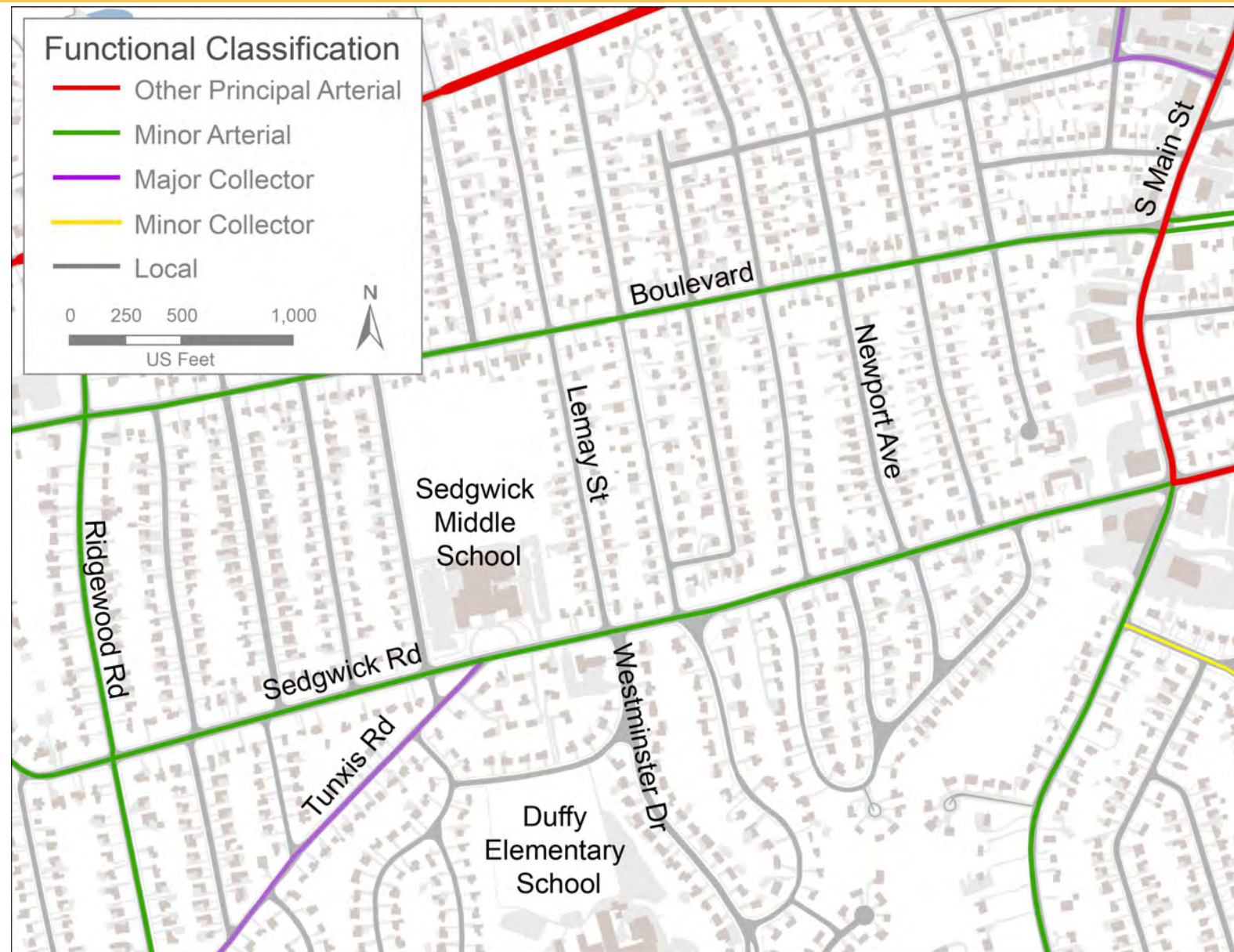


ROADWAY GEOMETRY

Sedgwick Road								
From	Ridgewood Rd		Wardwell Rd		Paxton Rd		Ridgebrook Dr	
To	Wardwell Rd		Paxton Rd		Ridgebrook Dr		South Main St	
Distance	0.3 Mi		0.31 Mi		0.2 Mi		0.13 Mi	
Functional Classification	Minor Arterial		Minor Arterial		Minor Arterial		Minor Arterial	
Speed Limit	35 MPH		35 MPH and 25 MPH during school hours		35 MPH		35 MPH	
Direction	EB	WB	EB	WB	EB	WB	EB	WB
Lanes	1	1	1	1	1	1	2	2
Lane Width	15'	15'	14'	14'	11'	11'	11'	11'
Sidewalk Type	Concrete	Concrete	Concrete	Concrete	Concrete	Concrete	Concrete	Concrete
Sidewalk Width	4'	5'	5'	5'	4-5'	4-5'	5'	5'
Sidewalk Condition	Good	Good	Good	Poor-Good	Good	Poor-Good	Good	Good
ADA Ramp Present	Varies	Yes	Yes	Yes	Varies	Varies	Yes	Yes
ADA Ramp Compliant	Varies	Yes	Yes	Yes	Varies	Varies	Yes	Yes
Curb	Granite	Varies	Granite	Granite	Granite	Granite	Granite	Granite
Parking	Yes	Yes	No	No	Yes	Yes	No	No
Shoulder	N/A	N/A	3-5'	3-5'	N/A	N/A	N/A	N/A
Notes			18' EB lane between Paxton and Riggs					

FUNCTIONAL CLASSIFICATION

- Sedgwick Road is a Minor Arterial roadway
- Ridgewood Road is a Minor Arterial roadway
- South Main Street north of Sedgwick Road is a Principal Arterial, south of Sedgwick Road it is a Minor Arterial
- Tunxis Road is a Major Collector roadway

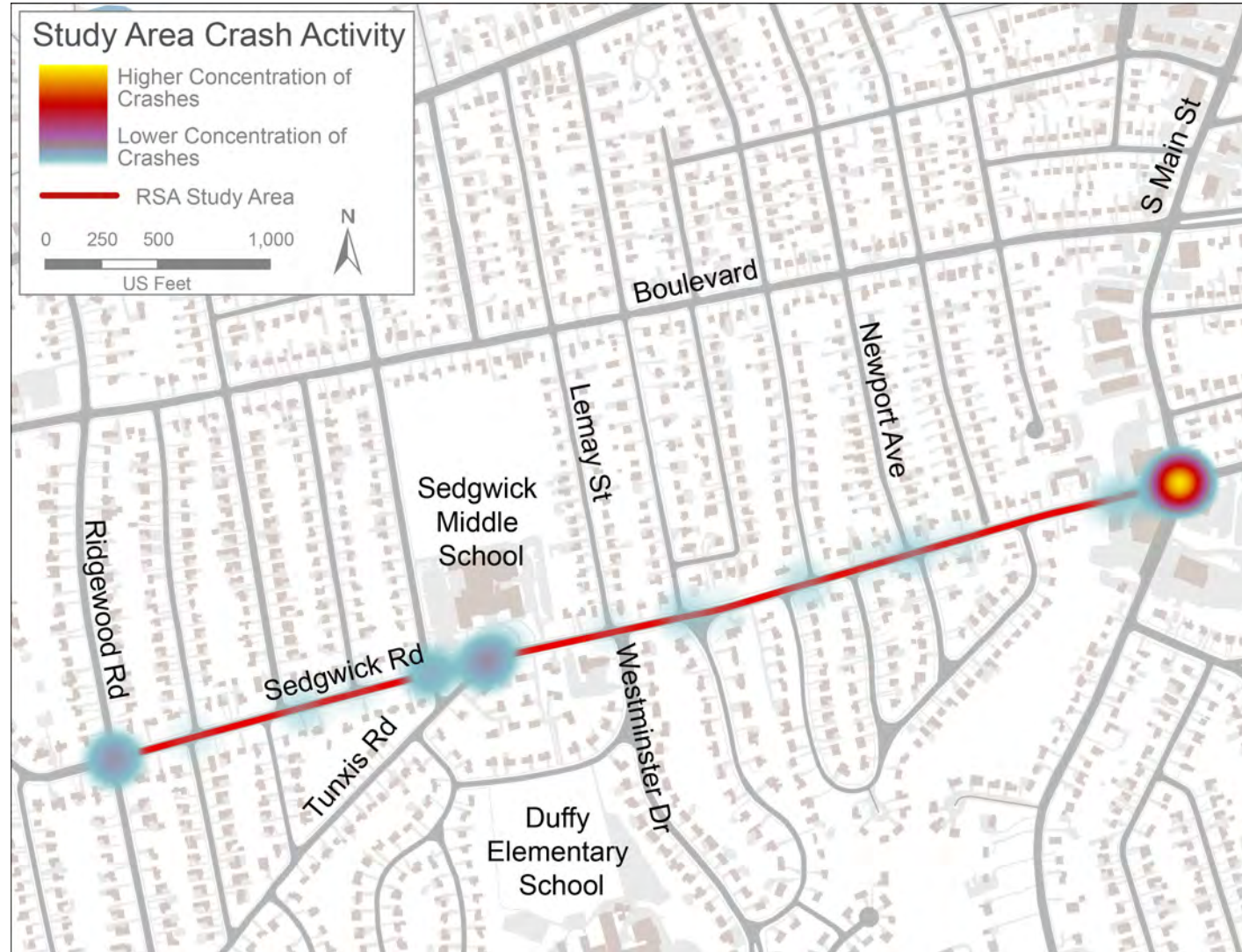


CRASH ANALYSIS

Crash Hotspots (5 Year Crash Total approx.)

84 Crashes Total

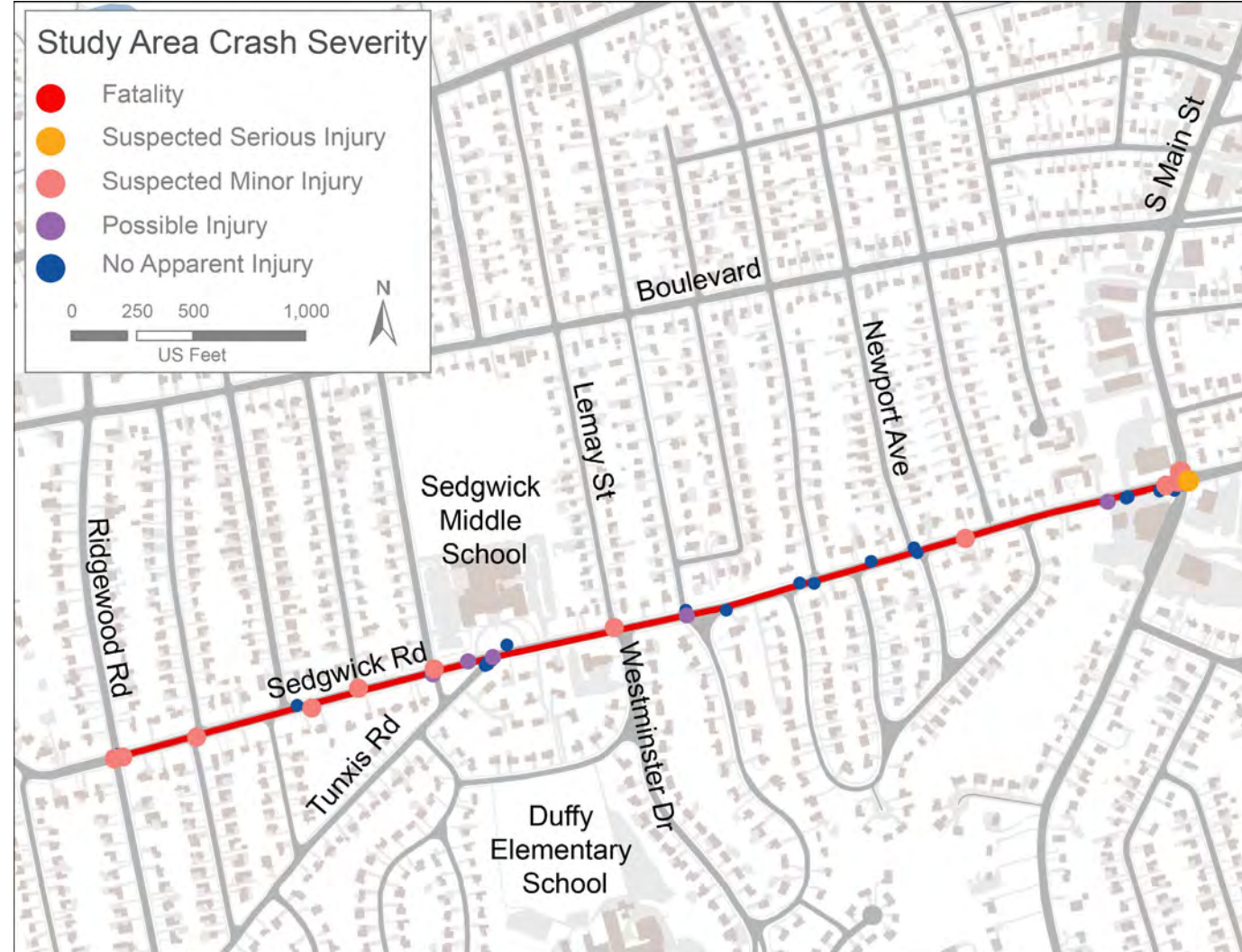
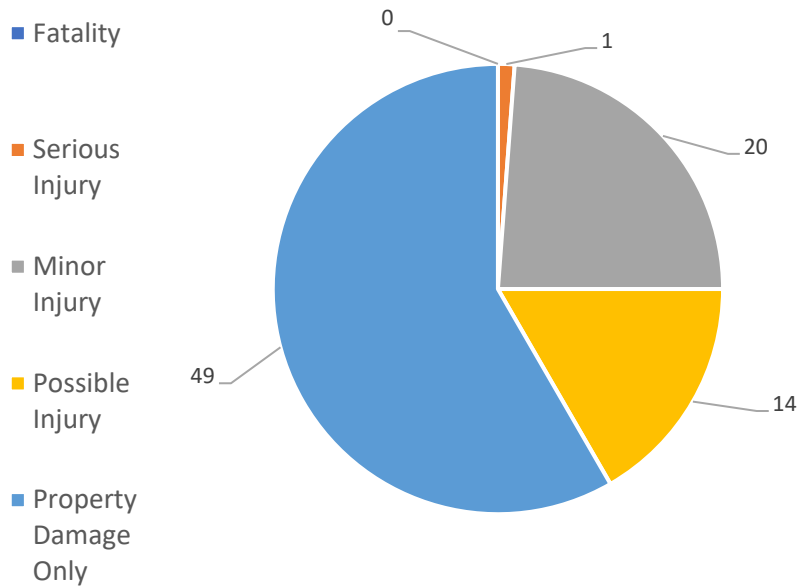
- Ridgewood Rd – 5 crashes (2 injury)
- Tunxis Rd/Wardwell Rd – 12 crashes (5 injury)
- South Main St – 28 crashes (12 injury)



CRASH ANALYSIS

Severity 2019 – 2023

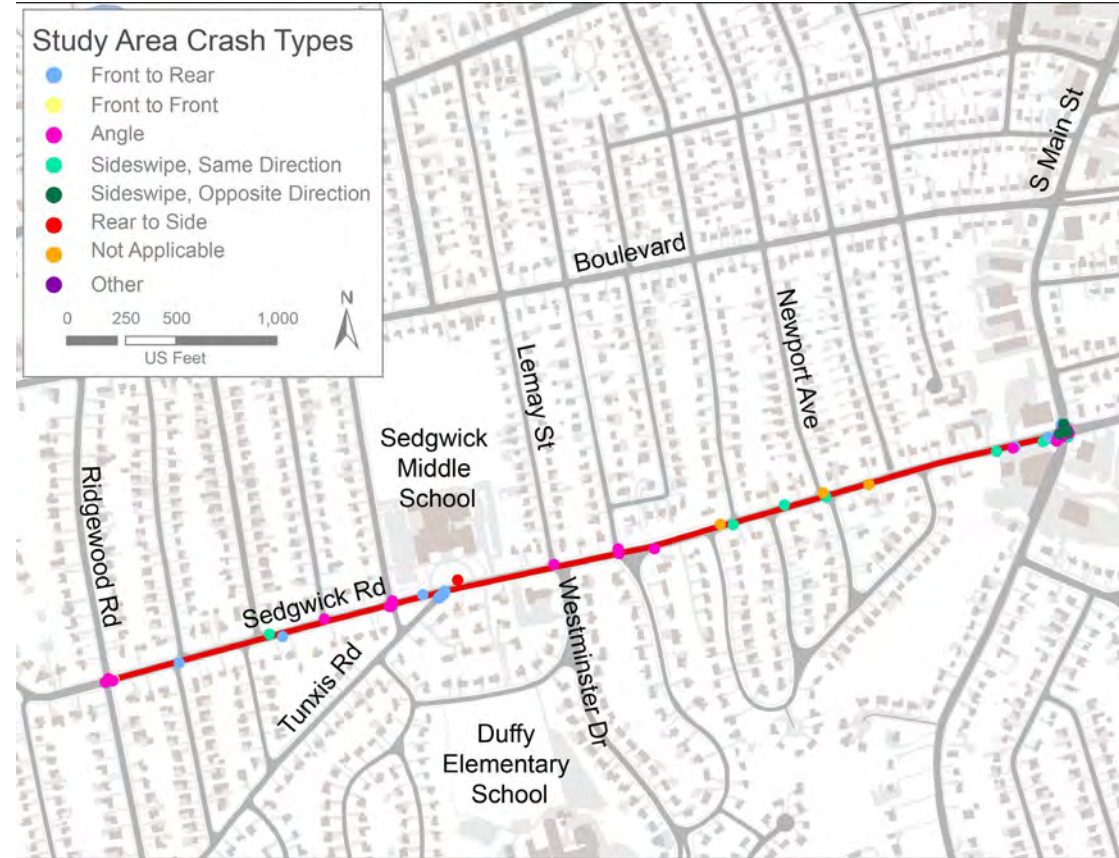
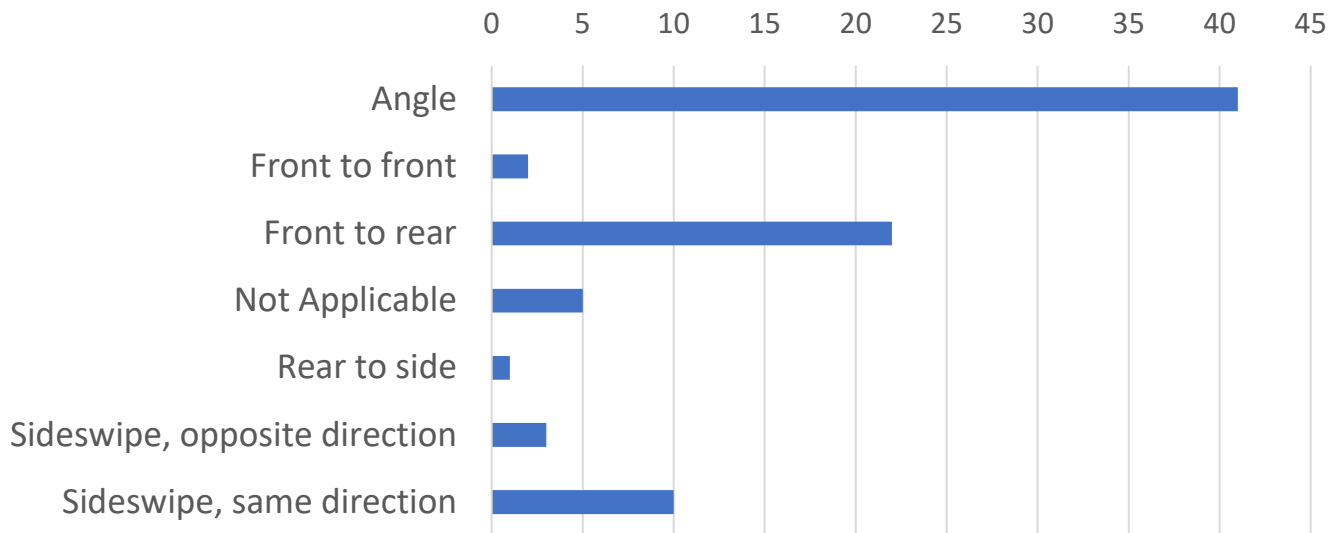
Year	Fatality	Serious Injury	Minor Injury	Possible Injury	Property Damage Only	Total
2019			3	6	6	15
2020			3	1	12	16
2021		1	4	2	8	15
2022			6	4	10	20
2023			4	1	13	18
Total	0	1	20	14	49	84



CRASH ANALYSIS

Manner of Impact 2019 – 2023

	Fatality	Serious Injury	Minor Injury	Possible Injury	Property Damage Only	Total
Angle			9	7	25	41
Front to front		1			1	2
Front to rear			8	5	9	22
Not Applicable			1		4	5
Rear to side					1	1
Sideswipe, opposite direction			1		2	3
Sideswipe, same direction			1	2	7	10
Total	0	1	20	14	49	84



CRASH ANALYSIS — INVOLVED PERSON

- 1 crash involving pedestrian
- No apparent injury



SAMPLE IMPROVEMENTS TO IMPROVE SAFETY IN THE STUDY AREA



TYPES OF COUNTERMEASURES

- Pedestrian Countermeasures
- Bicycle Countermeasures
- Speed Reduction Measures (Traffic Calming)
 - Vertical Elements
 - Horizontal Elements
 - Cross Sectional and Other Elements
- Intersection Treatments & Traffic Volume Reduction Measures

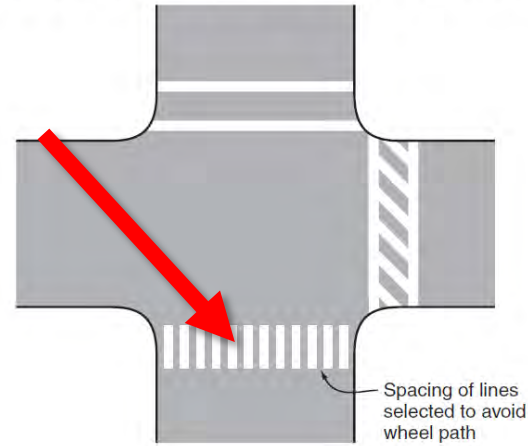
- ***Some countermeasures may not be appropriate on certain facilities***

PEDESTRIAN COUNTER MEASURES



Pedestrian Refuge Island

Figure 3B-19. Examples of Crosswalk Markings



Crosswalks



RRFB



Raised Crosswalks and Intersections



Crosswalk Lighting



Curb Extensions

BICYCLIST COUNTER MEASURES



Sharrows



Bike Lanes



Buffered Bike Lanes

- *West Hartford's Bicycle Plan and Facility Selection & Design Guide (2024) identifies standard bike lanes as acceptable and buffered bike lanes as preferred facility types*

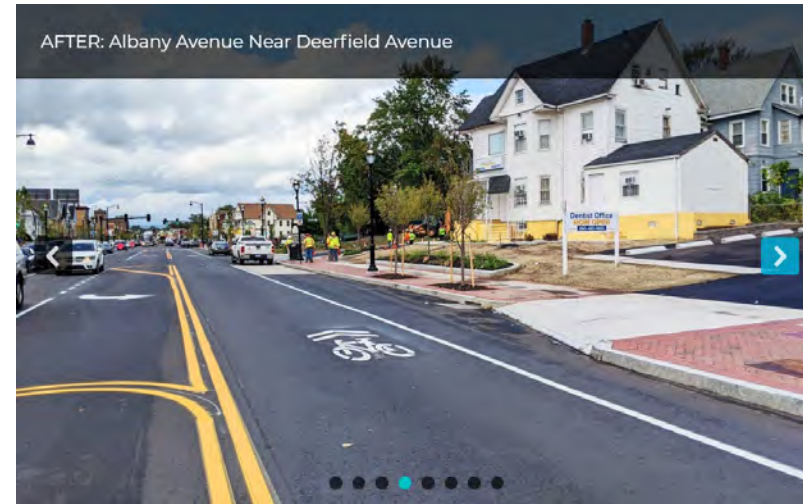


Protected Bicycle Infrastructure

SPEED REDUCTION — CROSS SECTION AND OTHER



Mid-Block Median Island



Streetscape and Street Trees



Road Diet



Dynamic Speed Signs

INTERSECTION TREATMENTS



Roundabout



Half Closure



Through Traffic Restriction



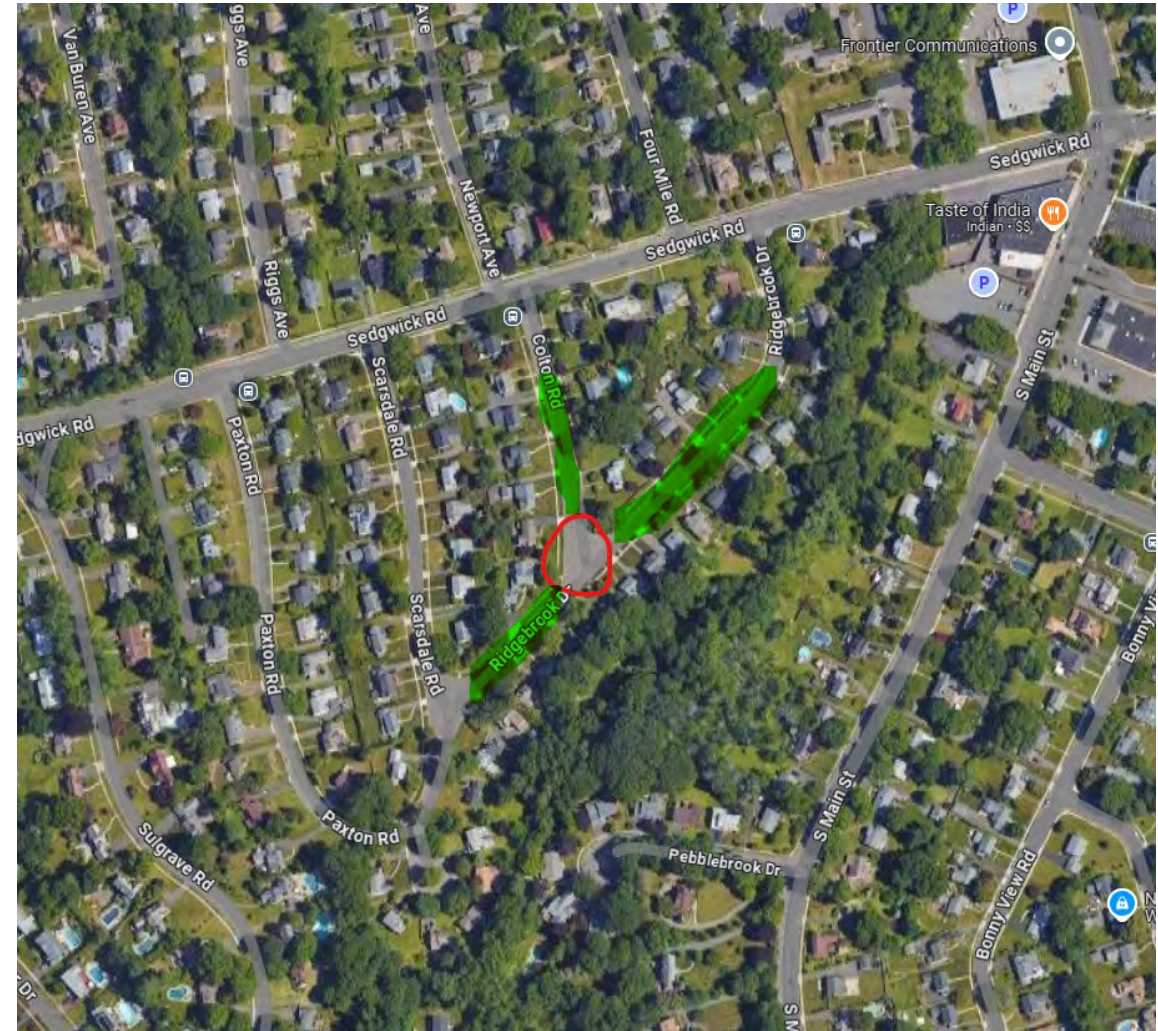
Curb Extensions / Sight Line Improvements

A photograph of a residential street with houses, trees, and a cloudy sky. The street is paved and has a crosswalk on the left. There are several cars on the road. The text is overlaid in the center of the image.

**DISCUSSION ON
ISSUES IN THE STUDY AREA AND
OPPORTUNITIES**

TOMORROW'S WALK AUDIT

- Review safety protocols, reflective vests, etc.
- Walk the Study Area corridor and assess existing conditions and identify areas for improvement
- Post Audit discussion immediately following
- Meeting Location – Intersection of Colton Road and Ridgebrook Drive. Park on either Ridgebrook or Colton Rd - September 25 at 12:00 PM





THANK YOU!



Appendix B – RSA Materials

Sedgwick Road - Road Safety Audit (RSA)

Site Walk / Visit

West Hartford, CT

Wednesday, September 25th, 2024

AGENDA

- 1. Welcome and Introductions**
- 2. Route Review**
- 3. Safety Reminders**
- 4. Site Walk**
 - Distribute and discuss field packets
 - Suggestions for adding feedback
 - Identify issues and improvement opportunities (all participants)
- 5. Post-Audit Recap**
 - Discuss observations and potential improvements
 - Next steps

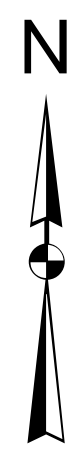
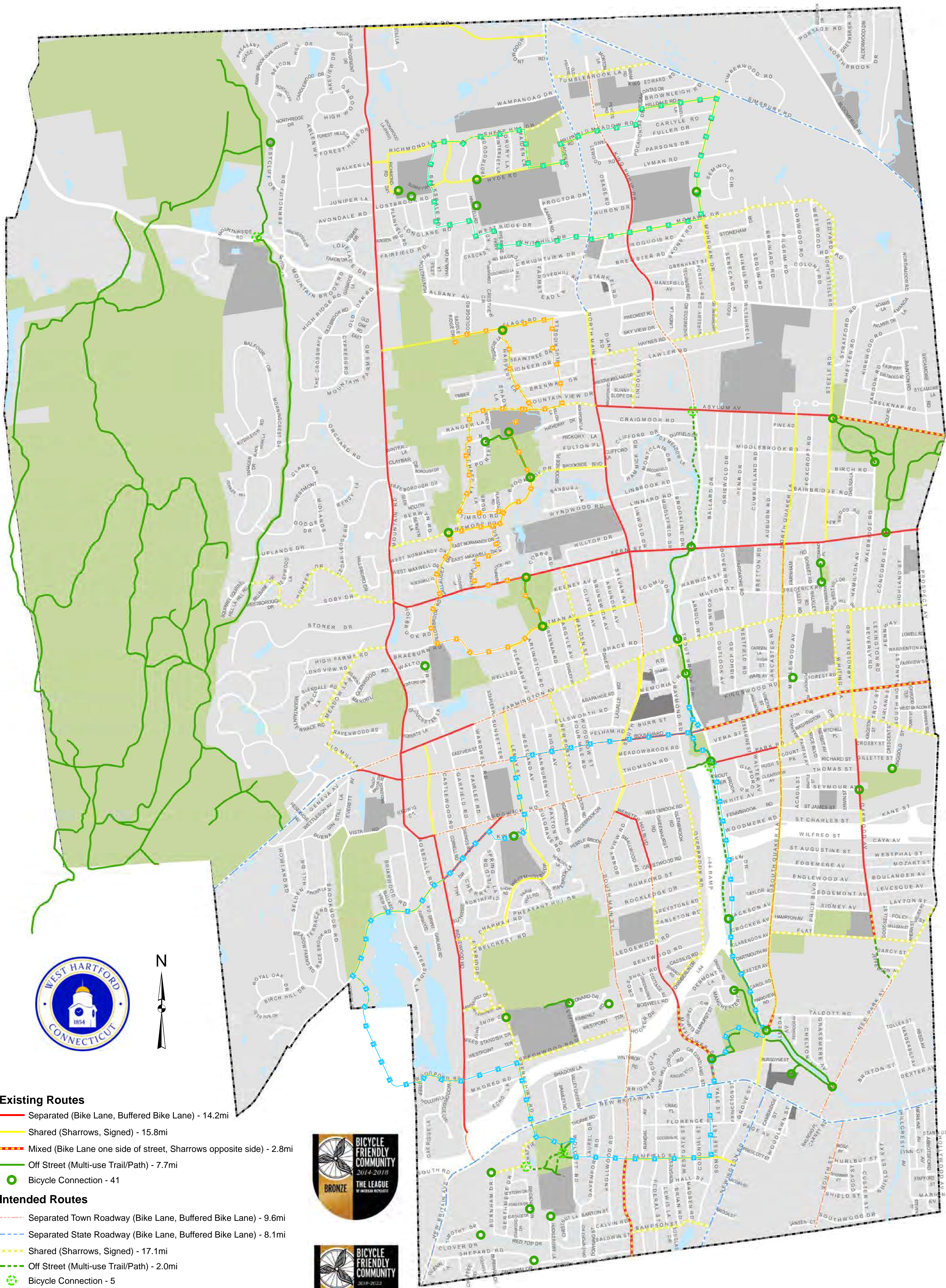
Participant Expectations

All participants should plan to be actively involved during the entire RSA process. Participants are encouraged to share their ideas, concerns, and comments with the study team at the pre-audit meeting and during the site visit. In addition, after the RSA site visit, participants will be asked to review and comment on the draft report to assure it is reflective of the RSA completed by the multidisciplinary team. Stakeholders' opinions are key elements to the success of the RSA.

Overall Study Area
Sedgwick Road between Ridgewood Road and South Main Street



Town of West Hartford Bicycle Facilities Plan BICYCLE NETWORK MAP



Existing Routes

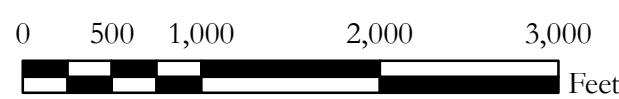
- Separated (Bike Lane, Buffered Bike Lane) - 14.2mi
- Shared (Sharrows, Signed) - 15.8mi
- Mixed (Bike Lane one side of street, Sharrows opposite side) - 2.8mi
- Off Street (Multi-use Trail/Path) - 7.7mi
- Bicycle Connection - 41

Intended Routes

- Separated Town Roadway (Bike Lane, Buffered Bike Lane) - 9.6mi
- Separated State Roadway (Bike Lane, Buffered Bike Lane) - 8.1mi
- Shared (Sharrows, Signed) - 17.1mi
- Off Street (Multi-use Trail/Path) - 2.0mi
- Bicycle Connection - 5

Recreational Routes

- Green Loop - 4.2mi
- Blue Loop - 8.0mi
- Orange Loop - 5.9mi



RSA Field Sheet

Location 1: Intersection of Sedgwick Road and South Main Street

For each noteworthy feature that you observe along the walking route, write a number at the location on the map below. Write a brief description of your observation for that number under the Notes section. See the attached RSA Field Considerations list for suggested items to observe.



Image Credit: Google Earth Pro, accessed on September 20th, 2024

Notes:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____
- 11) _____
- 12) _____

RSA Field Sheet

Location 2: Sedgwick Road at Sulgrave Road and Westland Avenue

For each noteworthy feature that you observe along the walking route, write a number at the location on the map below. Write a brief description of your observation for that number under the Notes section. See the attached RSA Field Considerations list for suggested items to observe.



Image Credit: Google Earth Pro, accessed on September 20th, 2024

Notes:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____
- 11) _____
- 12) _____

RSA Field Sheet

Location 3: Sedgwick Road at Westminster Drive and Lemay Street

For each noteworthy feature that you observe along the walking route, write a number at the location on the map below. Write a brief description of your observation for that number under the Notes section. See the attached RSA Field Considerations list for suggested items to observe.



Image Credit: Google Earth Pro, accessed on September 20th, 2024

Notes:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____
- 11) _____
- 12) _____

RSA Field Sheet

Location 4: Sedgwick Road at Tunxis Road and Wardell Road

For each noteworthy feature that you observe along the walking route, write a number at the location on the map below. Write a brief description of your observation for that number under the Notes section. See the attached RSA Field Considerations list for suggested items to observe.



Image Credit: Google Earth Pro, accessed on September 20th, 2024

Notes:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____
- 11) _____
- 12) _____

RSA Field Sheet

Location 5: Intersection of Sedgwick Road and Ridgewood Road

For each noteworthy feature that you observe along the walking route, write a number at the location on the map below. Write a brief description of your observation for that number under the Notes section. See the attached RSA Field Considerations list for suggested items to observe.



Image Credit: Google Earth Pro, accessed on September 20th, 2024

Notes:

- 1) _____
- 2) _____
- 3) _____
- 4) _____
- 5) _____
- 6) _____
- 7) _____
- 8) _____
- 9) _____
- 10) _____
- 11) _____
- 12) _____

RSA Field Considerations

Pedestrian Facilities

- Sidewalk - width, slope, condition, drainage, obstruction
- Bus shelter - wheelchair access, boarding area
- Shared use path - width, slope, detectable warning surface

Pedestrian Crossings

- Crosswalks - marked crosswalk, striping, width
- Curb ramps - width, slope, orientation, detectable warning surface, wheelchair accessible grade
- Pedestrian signals - push button height, reach distance
- Crossing time
- Signage
- Sight distance
- Pavement marking
- Refuge island - width, slope, detectable warning surface

Pedestrian Accommodations

- Illumination
- Amenities - benches, trash receptacles

Bicycle Accommodations

- Bicycle facility / design
- Separation from traffic
- Roadway speed limit
- Traffic volume
- Truck / heavy vehicle %
- On-street parking conflict
- Pedestrian conflict
- Visibility
- Bicycle signage / marking
- Shared lane width
- Shoulder condition / width
- Pavement condition
- Debris

Road Facilities

- Access point
- Drainage
- Taper / lane shift
- Roadside clear zone / slope
- Guide rail / barrier
- Capacity issue
- Curbing

Road Surface Condition

- Pavement - roughness or rutting, potholes, loose material
- Edge drop-off
- Drainage

Intersections

- Geometry
- Sight distance
- Traffic control device
- Turning vehicle storage
- Through vehicle bypass width

Signals

- Visibility
- Sight distance
- Operation
- Equipment placement
- Lane capacity

Signage

- MUTCD compliant
- Visibility / placement
- Retro-reflectivity
- Clear / consistent messaging

Pavement Markings

- MUTCD compliant
- Visibility
- Condition
- Snow storage
- Edgeline

Driver Behavior

- Speed limit compliance
- Safe passing
- Distraction
- Unaware of pedestrians / cyclists
- Sight distance

Miscellaneous

- Landscaping / vegetation
- Seasonal events
- Weather impacts



Appendix C – October 2024 Road Counts

For Project: Sedgwick Rd (#112)
 Project Notes:
 Location/Name: Merged
 Report Generated: 2/24/2025 10:13:52 AM
 Speed Intervals: 1 MPH
 Time Intervals: Instant
 Traffic Report From: 9/23/2024 11:00:00 AM through 10/6/2024 5:59:59 PM
 85th Percentile Speed: 40 MPH
 85th Percentile Vehicles: 91259

Total Vehicles: 107363
 AADT: 8077

Volumes - weekly counts

Time	5 Day	7 Day
Average Daily	8041	7668
AM Peak	8:00 AM 593	531
PM Peak	5:00 PM 748	676

Speed

Speed Limit: 35
 85th Percentile Speed: 40
 50th Percentile Speed: 35
 10 MPH Pace Interval: 31.0 MPH to 41.0 MPH
 Average Speed: 34.79

	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Count over limit	6168	7499	7701	7888	7610	8630	7327
% over limit	46.1	45.0	44.8	48.5	45.0	57.4	61.5
Avg Speeder	39.1	39.0	39.0	39.0	39.1	39.4	39.5
Avg Speed	34.3	34.2	34.2	34.8	34.3	35.9	36.3

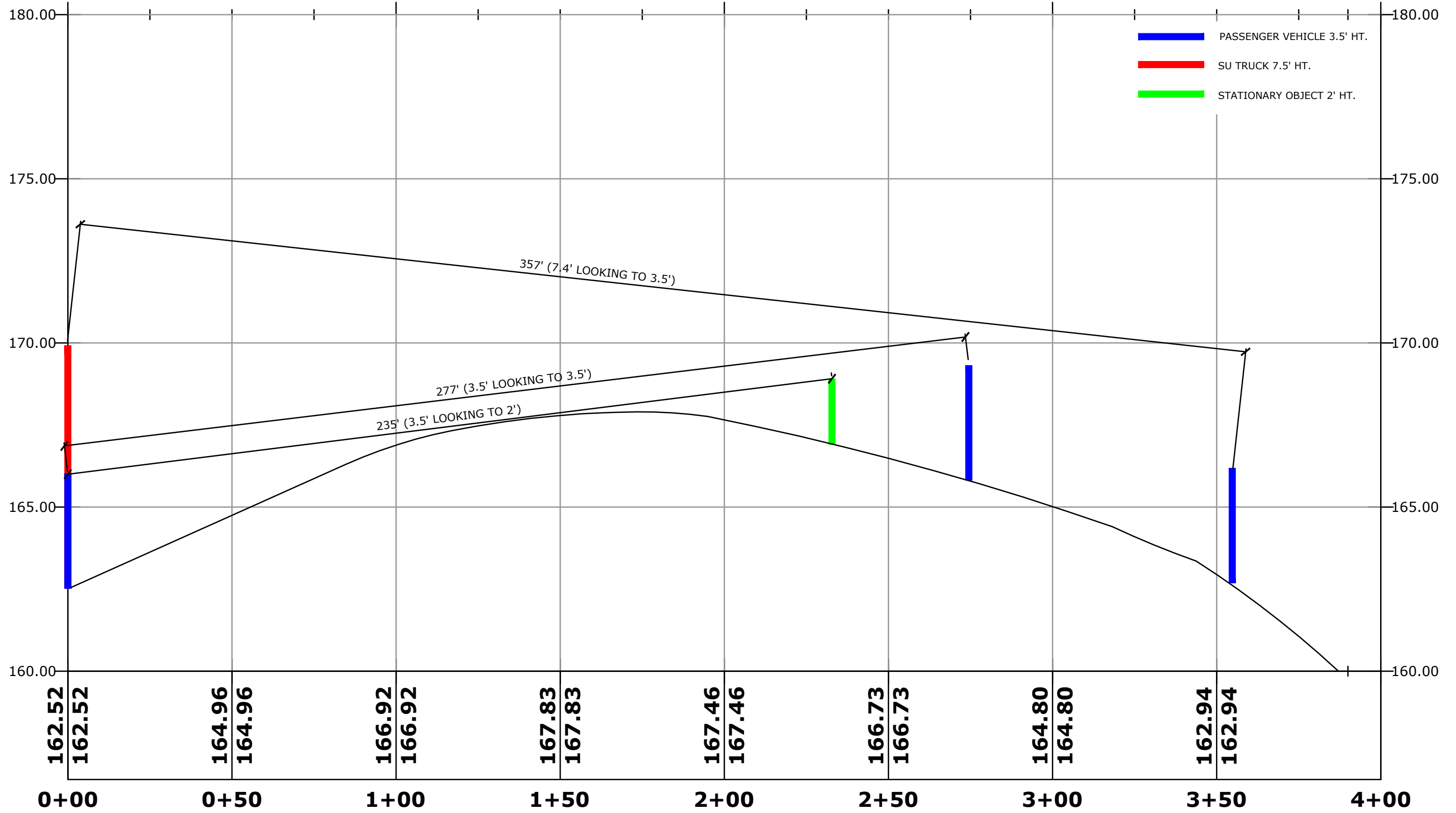
Class Counts

	Number	%
VEH_SM	20	0
VEH_MED	104205	97.1
VEH_LG	3138	2.9
[VEH_SM=motorcycle,	VEH_MED = sedan,	VEH_LG = truck]



Appendix D – Sight Distance Review

FILE: F:\STREET FILES\Sedgwick Road\DRAWINGS\2025 Reconstruction\Sedgwick Rd Vertical Sightlines.dwg



SIGHTLINE FROM WESTLAND AVE./SULGRAVE RD. LOOKING EAST TO SEDGWICK RD.

NOTE
ELEVATIONS OBTAINED FROM SURVEYED SPOT ELEVATIONS
TAKEN IN MARCH 2023 AND INTERPOLATED FOR ANALYSIS



TOWN OF WEST HARTFORD	
DEPARTMENT OF COMMUNITY DEVELOPMENT - DIVISION OF ENGINEERING	
SEDGWICK ROAD VERTICAL SIGHTLINES	
DESIGNED BY: SK	SHEET NO. 1 OF 1
SCALE: 1"=30'H 1"=3' V	DATE: DEC. 16, 2024

3.04 Example NEPA Submission

FWWA CT Division Environmental Evaluation Form for Direct Recipient Competitive Grants

PROJECT DETAIL		
Project Title: West Hartford Automated Traffic Enforcement Safety Device Plan Date Form Completed: October 21, 2025		
Project is currently at the following stage of development: <input type="checkbox"/> Concept <input checked="" type="checkbox"/> Planning (pre-30% Design) <input type="checkbox"/> Preliminary Design (30% - 75% Design) <input type="checkbox"/> Other: _____		
Project Sponsor: Town of West Hartford Sponsor's Project Manager: Parker Sorenson, PE Title: Civil Engineer II	FHWA Grant Project File #:693JJ32440685 FHWA POC: Jose Catalan	Sponsor's File # PROJECT LENGTH (MILES): N/A <input type="checkbox"/> unchanged
This is the first EEF Form submittal for the project - OR - Date of most recent submittal: _____ <input checked="" type="checkbox"/>		
PROJECT LIMITS (FROM/TO) N/A – Town Wide – For locations, see Attachment A.		
Project Description (General) <input type="checkbox"/> Unchanged since grant application <input type="checkbox"/> Revised since grant application <i>The Town of West Hartford is doing an 18-month Speed Management Pilot Program. The program will acquire and install Automated Traffic Enforcement Safety Devices (ATESD) (also known as speed safety cameras), initiate the program, and implement by a vendor. The program will also include staff reimbursement for Police, Engineering and Administrative support. This project will be completed in three phases: Planning, Final Design, and Implementation/Demonstration Phase. The last phase will include a follow-up study with analyses of the results to further inform the existing safety action plan.</i>		
Detailed Work Description <i>The Project will be carried out in three phases: Planning, Final Design, and Implementation/Demonstration. During the Planning Phase, the Town will identify approximately 15 primary camera locations, with five alternates identified in case a primary location is determined to be technically infeasible. This phase also includes data collection, preparation of NEPA documentation, development of the ATESD Plan for CT DOT approval, and public outreach activities. The Final Design Phase will refine the site designs, incorporating utility coordination and technical review. In the Implementation/Demonstration Phase, Automated Traffic Enforcement Safety Devices (ATESDs) will be deployed by the vendor. The Town will administer the program, including violation processing (billing, payments, appeals, collections, and plate denials), and will collect and report data such as average vehicle speeds, violation summaries by location, and crash statistics. At the conclusion of the pilot, the Town will prepare a final report evaluating the safety benefits of the program. The Project Area includes up to 20 camera sites, each covering an approximately 200-foot-long segment, located along: Albany Avenue, Bloomfield Avenue, Farmington Avenue, Fern Street, Flatbush Avenue, King Phillip Drive, Mountain Road, North Main Street, New Britain Avenue, Prospect Avenue, South Main Street, Simsbury Road, and Trout Brook Drive. See Attachment A.</i> <i>At each location, two pole-mounted cameras will be installed on 14-foot-tall breakaway poles placed within the existing road right-of-way. Each pole will be secured on a small concrete foundation and may connected to the nearest utility pole via underground conduit. The conduit will be installed in trenches measuring approximately two feet deep by one foot wide. Ground-disturbing activities will be limited to excavation for pole foundations and trenching for electrical connections. All activities will occur within the existing roadway right-of-way, and the Project is designed as an 18-month pilot program. The Project would result in less than an acre of ground disturbance.</i>		
If project description or detailed work description is revised, list changes made since last submission Additional detail provided above on the installation of the traffic cameras.		

FWWA CT Division Environmental Evaluation Form for Direct Recipient Competitive Grants

PROJECT ACTIVITIES AND IMPACTS

Y	N	n/a	
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project may induce impacts to planned growth or land use for the area.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project may have temporary impacts on travel patterns including restrictions in access to bike/ped facilities and disruptions to public transit service. Duration: N/A
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project may have permanent impacts on travel patterns including changes in access to bike/ped facilities and changes to existing public transit service.
<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	A project related traffic impact analysis been conducted.
			Include reference to any existing studies or data which supports the answers to the above questions: Click or tap here to enter text.
			If yes to any of the above, describe the extent and duration of these impacts: Click or tap here to enter text.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is the project included on a STIP/TIP? If "yes", please provide title & date. Click or tap here to enter text.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Project is located in multiple towns.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	May cause public controversy relative to political, social, economic, environmental, and/or cultural factors or resources to the extent the project scope and/or conditions may require modification.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Abuts or is within the immediate environs of any park, recreation area, or wildlife sanctuary/refuge.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Abuts or is within the immediate environs of a cemetery.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Requires a change in grade of earth or a paved surface.
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Requires excavation, boring, auguring, or any form of ground disturbance off of paved surfaces.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Requires removal of footings, drainage structures, utilities, or other underground features.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Requires removal of tree stumps or stone walls.
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Requires removal/relocation or modification of a structure (Building, Bridge, Mast Arm, Span Pole, etc.).
<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	A Section 106 Determination of Effect has previously been made for this project If "Yes," please provide date and type of determination: Click or tap here to enter text.

FWWA CT Division Environmental Evaluation Form for Direct Recipient Competitive Grants

Public Involvement

Y	N	
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Is the project sponsor adopting CTDOT's FHWA approved Public Involvement Procedures?
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Does the project sponsor have written Public Involvement Procedures which will be used for this project and commit the sponsor to meeting all NEPA public involvement requirements, maintaining appropriate records, and allow for audit by FHWA. If so, identify the title and owner of the document and where is the document publicly available: <i>See Attachment D for PIP. Document can be found online here:</i> https://resources.finalsite.net/images/v1754408664/westhartfordctgov/i9zs02zfiynt1ighxlnz/ATESD-Public-Involvement-Plan.pdf
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Will the project have a project-specific Public Involvement Plan (PIP)? If so, include a copy in the appendices. <i>See Attachment D.</i>
<input checked="" type="checkbox"/>	<input type="checkbox"/>	Has a Public Informational meeting or a Public Hearing been held for the project? If so, provide the date of the most recent meeting: October 15, 2025
<input type="checkbox"/>	<input checked="" type="checkbox"/>	Is the project anticipated require a Public Hearing in accordance with 23 CRF 771.111

Connecticut Environmental Policy Act (CEPA)/ Department of Energy and Environmental Protection (DEEP)

Is a Scoping Notice anticipated for CEPA? If the project has completed CEPA Scoping, was a Public Hearing required?

No. Per the "Generic Environmental Classification Document for Connecticut State Agencies", the Project would not warrant a review pursuant to CEPA. The Project would not result in significant environmental impacts and would not require further evaluation under CEPA. The action is not included in the list of "Typical Actions That Always Require Public Scoping and the Preparation of an Environmental Impact Evaluation" or "Typical Actions That Require Public Scoping To Determine Whether an Environmental Impact Evaluation is Required." The Project would occur completely within the ROW without any significant changes to the ROW or an increase in roadway capacity.

What is the anticipated CEPA Class of Action?

N/A

Attach CEPA/DEEP Class of Action and Permitting Schedule.

N/A

What type of environmental review/studies are required for the project?

Section 7 and Section 106 consultation.

Stormwater Compliance

Is the project under the Jurisdiction of a Municipal Separate Storm Sewer System (MS4) Operator?
 No Yes DGR is Owner Owner is 3rd party

Details:

The Project is located within the Town of West Hartford, which is a regulated small MS4 municipality under the CTDEEP MS4 General permit. The Town's engineering division is the MS4 operator. Project activities will comply with the Town's MS4 stormwater management program and permit requirements.

MS4 is subject to Federal Consent Decree Yes No Unknown

MS4 has a Stormwater Compliance Plan (SCP) for watershed within project limits Yes No Unknown

Will the project meet the requirements of the MS4 Operator's Stormwater Management Plan and any MS4 General Permit? Yes No Unknown

Will DEEP review of stormwater control plan occur during permitting? Yes No

What National Pollutant Discharge Elimination System (NPDES) General Permit(s) will apply?

- Stormwater Construction General Permit
- Discharge or Treated Contaminated Groundwater
- Non-Contact Cooling
- Application of Herbicides/Pesticides
- Other: _____

Will the project require an Individual NPDES approval? Yes No

FHWA CT Division Checklist for NEPA

Federal Environmental Laws Checklist

Law/Regulation & Questions		Response
Archaeological Resources Protection Act		
1.1	Is any portion of the project located on, or directly adjacent to, federally owned land or Tribal lands of a federally recognized Indian Tribe?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
1.2	Does the project already have a valid Antiquities Act permit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
1.3	Will a permit from the appropriate federal land management agency be required?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
1.4	Has the appropriate federal land management agency issued a permit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
Bald and Golden Eagle Protection Act		
2.1.a	Does the NDDB coordination indicate the project has the potential to take or disturb bald or golden eagles (including known nest sites)? <i>No. The Project is not located within any NDDB areas. All work is confined to the ROW, and any trees impacted are anticipated to have a diameter at breast height of four inches or less. See CT DEEP Natural Diversity Data Base (NDDB) Maps.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
2.1.b	Can the project be documented with a USFWS Northeast Bald Eagle Screening Form?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
2.2	Is a BGEPA permit required? <input type="checkbox"/> General Permit – Disturbance <input type="checkbox"/> General Permit – Next Take <input type="checkbox"/> Specific Permit	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
2.3	Has the USFWS issued a permit?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Clean Air Act		
3.1	Is the project currently located in a non-attainment or maintenance area for carbon monoxide (CO), ozone, or particulate matter (PM ₁₀ or PM _{2.5}) or in a 1997 ozone orphan area?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
3.2	Is the project exempt from conformity as defined in 40 CFR 93.126 or 93.128? <i>ATESD cameras qualify as a safety improvement under 40 CFR 93.126 (no capacity increase, not regionally significant); therefore, the Project is exempt from transportation conformity requirements and complies with CAA.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
3.3	Has interagency consultation been conducted for the project?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
3.4	If the project is located in a CO, PM ₁₀ or PM _{2.5} non-attainment or maintenance area, does the project require a hot-spot analysis?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
3.5	Is the project included in an MPO's conforming metropolitan transportation plan or TIP?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A

Federal Environmental Laws Checklist		
Law/Regulation & Questions		Response
3.6	Does the project's scope differ from the scope assumed in the conformity analysis?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
3.7	Has there been opportunity for public comment on the proposed project-level conformity determination (and hot-spot analysis, if applicable)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
3.8	Has FHWA issued a project-level conformity determination for the project?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Clean Water Act (Sections 404 & 401)		
4.1	Does the project sponsor have any type of Liaison Agreement, MOA, or similar instrument with USACE for project review or NEPA/Section 404 Merger?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4.2	Has the USACE issued a Jurisdictional Determination (JD) for the project?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4.3	Does the project have the potential to temporarily or permanently pose direct, indirect, or cumulative impacts to any jurisdictional water(s) of the United States (WOTUS) or any area of federal jurisdiction for WOTUS within or immediately adjacent to the project area? <i>A review of CT DEEP Hydrography/Named Waterbody layers (September 2025) under the 2023 WOTUS Rule found no jurisdictional waters within or adjacent to the Project Area. All work to occur within previously disturbed ROW. Section 404/401 compliance satisfied. See Connecticut Hydrography Set.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
4.4	Is the project anticipated to be permitted under the USACE Connecticut General Permits as a Self-Verification (SV) activity?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
4.5	Is the project anticipated to be permitted under the USACE Connecticut General Permits as a Pre-Construction Notification (PCN) activity?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
4.6	Is the project anticipated to meet all General Requirements of the applicable USACE General Permits?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
4.7	Is the project anticipated to require the issuance of an Individual Permit from USACE?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> N/A
4.8	Is a separate Section 401 WQC required to be issued by DEEP?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
4.9	Have all necessary Section 404 permits, General Permit coverages, and Section 401 certifications been obtained, and do they all remain effective through the end of the DGR's Performance Period?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Coastal Barrier Resources Act * in coastal states only		
5.1	Is the project a new Federal expenditure?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
5.2	Is the project located within a Coastal Barrier Resource (CBR) boundary or does it lead to, or extend into, a CBRS unit?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A

Federal Environmental Laws Checklist		
Law/Regulation & Questions		Response
5.3	Are all portions of the CBRS within the project area OPA's?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
5.4	Is the project a possible exception?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
5.5	Does the USFWS agree with the exception?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
5.6	Does the FHWA agree with the exception?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Coastal Zone Management Act		
6.1	Is any portion of the project located within the CCMP coastal boundary, coastal area, or any other coastal program special management area, or would the project reasonably affect uses and resources of the coastal zone?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.2.	Does the project propose any activities that are subject to consistency review? <i>The Project is outside the Connecticut Coastal Zone boundary and does not propose activities subject to consistency review. See Coastal Zone Management Act Boundary</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
6.3	Does the project require a permit from the DEEP Coastal Program?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
6.4	Has a CZMA permit been secured?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
6.5	Has DEEP issued a CZMA Consistency Determination?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Department of Transportation Act (Section 4(f))		
7.1	Are there publicly owned public parklands, recreation areas, waterfowl and wildlife refuges, or historic sites located within or adjacent to the project limits? <i>Two locations, Flatbush Ave and New Britain Ave are adjacent to park areas. See CT DEEP Protected Open Space Mapping and Attachment A pages 10 and 16.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
7.2.	Are any of the regulatory applicability rules in 23 CFR 774. 11 anticipated to apply? <i>All work to occur within ROW only and not on Section 4(f) property; no temporary or permanent use of Section 4(f) properties will occur. Constructive impacts are not anticipated.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
7.3	Will there be a "use" of one or more properties?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
7.4.	Does the proposed use meet the criteria for regulatory exception in 23 CFR 774. 13.	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Federal Environmental Laws Checklist		
Law/Regulation & Questions	Response	
7.5	Has FHWA approved a de minimis use finding or Programmatic Section 4(f) evaluation for the Section 4(f) use?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Endangered Species Act (Section 7)		
8.1	Has a USFWS qualified biologist provided a written opinion that the entire project is covered under the USFWS Region's annual blanket maintenance authorization for the current year?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
8.2	Does the USFWS/NOAA-Fisheries list(s) indicate threatened and endangered species and/or designated critical habitat have the potential to occur within the project "action area" defined by a USFWS qualified biologist? <i>No. The USFWS IPaC Official Species List indicates that the proposed endangered tricolored bat (<i>Perimyotis subflavus</i>) and the proposed threatened monarch butterfly (<i>Danaus plexippus</i>) have the potential to occur within the area. No critical habitats or threatened or endangered species are present. See Attachment B.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
8.3	Has a USFWS qualified biologist made a determination that there is no Designated Critical Habitat within the project area and that there is no suitable habitat available for each listed species present in the action area?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
8.4	Has a USFWS qualified biologist made a recommendation that the project has the potential to have an effect (either beneficial or adverse) on a species or critical habitat ("may effect" determination)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
8.5	Has a USFWS qualified biologist made a recommendation that the project is "likely to adversely affect" a species and/or Designated Critical Habitat?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
8.6	Does the USFWS/NOAA-Fisheries concur with the effects determination?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
8.7	Have the Services issued a Biological Opinion for the project?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
RESERVED		
9.1.	Reserved	<input type="checkbox"/> <input type="checkbox"/>
Executive Order 11988 (Floodplain Management)		
10.1	Has any portion of the project area been the subject of a USACE floodplain study or a FEMA Section 408 Mitigation Plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
10.2	Is there a documented history of any roadway closures related to riverine flooding within the project study area? <i>Yes, in the area of Trout Brook. See Flood Mitigation Projects - Town of West Hartford and 2019-2024 Capitol Region Natural Hazards Mitigation Plan Update – West Hartford Annex for additional information.</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
10.3	Is there a documented history of any roadway closures related to tidal flooding and/or storm surge within the project study area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Federal Environmental Laws Checklist		
	Law/Regulation & Questions	Response
	<p>10.4 Has any portion of the project area received federal Emergency Relief funds under title 23 or been the recipient of FEMA reimbursement under a Stafford Act Declaration?</p> <p><i>Yes, the Town of West Hartford was included in FEMA Disaster 4820 (Hurricane Isaias, 2020), which made the area eligible for Stafford Act reimbursements; therefore, portions of the Project Area may have previously received FEMA reimbursement. See FEMA Disaster 4820.</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<p>10.5 Will the project involve placement of any temporary or permanent fill or other ground disturbance (see glossary definition), including materials stockpile and laydown areas, within any area identified as a floodway or 100- year floodplain on a FEMA FIRM?</p> <p><i>A review of FEMA FIRM Community Panels 09003C0341F, 0342F, 0344F, 0361F, 0363F, 0482F, and 0501F (effective Sept. 26, 2008) confirms no ATESD locations are within a floodway or 100-year floodplain. Ground disturbance to include backfilled trenching for electric and for pole foundations within ROW. See Attachment A, pages 12, 21, and 22.</i></p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	<p>10.6 Is the project likely to include work on any dam or a change in the hydraulic opening of any structure currently located within or adjacent to any floodway?</p> <p><i>The Project will not modify dams or hydraulic structures; review of FEMA FIRM Panels 09003C0341F, 0342F, 0344F, 0361F, 0363F, 0482F, and 0501F (effective Sept. 26, 2008) confirms no floodway impacts.</i></p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
	<p>10.7 Does the project have the potential to impact any flood elevation, either upstream or downstream of the project and, if so, are there practicable alternatives (see glossary definition) to avoid impacting floodplains?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
	<p>10.8 Have all practicable measures to minimize harm to floodplains been included?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Executive Order 11990 (Protection of Wetlands)		
	<p>11.1 Will the project have the potential to have permanent or temporary direct, indirect, or cumulative impact on any area classifiable as wetland under the National Wetland Inventory classification system?</p> <p><i>USFWS National Wetlands Inventory shows wetlands adjacent to some corridors; however, all ATESD installations will be within existing ROW outside wetland, with no direct, indirect, or cumulative impacts anticipated. See Connecticut NWI Wetlands and Attachment A.</i></p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<p>11.2 Are the impacts subject to review and approval by USACE or DEEP through their regulatory programs?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
	<p>11.3 Has a reasonable range of alternatives to avoid impacting the wetlands been studied?</p>	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Federal Environmental Laws Checklist		
Law/Regulation & Questions		Response
11.4	Does the project propose to move forward with the alternative that most successfully avoids impacting the wetlands?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
11.5	Is compensatory or in-lieu fee Wetland Mitigation anticipated for this project?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
11.6	Have all practicable measures to minimize impacts to wetlands been incorporated?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Executive Order 13112 & EO 13751 (Invasive Species)		
12.1	Has a vegetation survey been completed in the project study area?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
12.2	Is the project likely to cause or promote the introduction, establishment, or spread of invasive species in the project area? <i>All work will be confined to existing ROW; no grubbing, vegetation removal, or tree removal is proposed, ensuring the Project will not cause or promote the spread of invasive species.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
12.3	Has FHWA determined and made public its determination that the benefits of such actions clearly outweigh the potential harm caused by invasive species; and that all feasible and prudent measures to minimize risk of harm will be taken in conjunction with the actions?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Farmland Protection Policy Act		
13.1	Does the project propose impacts on any property subject to ownership or easement controlled by the NRCS?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
13.2	Is the project located within an area that is either currently or expected to be within the boundary of an MPO? <i>The Project is located within the Capitol Region Council of Governments MPO boundary; FPPA compliance is satisfied. See Capitol Region Council of Governments</i>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
13.3	Will the project convert farmland?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
13.4	Is the USDA site assessment score above 160?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
13.5	Are there multiple practicable alternatives available for the project which meet purpose and need?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
13.6	If all other project impacts are equivalent, has the alternative that converts the least amount of farmland been selected as the preferred alternative?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Fish and Wildlife Coordination Act		
14.1	Will the project temporarily or permanently impound, divert, dredge, or otherwise control/modify any water body or impact any dam structure or water control device?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Federal Environmental Laws Checklist		
Law/Regulation & Questions		Response
14.2.	Have all recommendations from DEEP Fisheries, NMFS/GARFO, and /or USFWS been incorporated into the project design and/or contract documents?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Hazardous Materials & Environmental Site Assessment (Various Laws)		
15.1.	Does the project involve the acquisition of property rights (fee simple title, temporary or permanent easements, etc.)?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
15.2.	Does the project involve ground disturbance on property under the ownership or control of the DGR where there is known or suspected contamination? <i>A review of contaminated and potentially contaminated site listings found no sites within or adjacent to ATESD camera locations. See CT Data List of Contaminated or Potentially Contaminated Sites</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
15.3.	Are there any existing Site Remediation cases involving the property?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
15.4.	As a result of review of historic land use information, interviews, electronic and visual investigations, is there evidence or indication of potential contamination?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
15.5.	As a result of the Phase I Environmental Site Assessment, is there documented or suspected contamination on one or more parcels?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
15.6.	Do the results of the Phase II Environmental Site Assessment, identify specific contamination on one or more parcels?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
15.7.	Have all required Federal, State and local agencies with jurisdiction regarding potential hazardous materials been coordinated with?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
15.8.	Has mitigative action been identified for any specific contamination as a result of the above studies?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Land and Water Conservation Fund Act (Section 6(f))		
16.1.	Are there properties within the project area that are subject to LWCF Section 6(f) regulations? <i>The Project is not located within, nor will it affect any lands protected under 6(f). See The Land and Water Conservation Fund Past Projects Map</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
16.2.	Does the project propose to convert 6(f) property to a use other than public, outdoor recreation?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
16.3.	Has the NPS approved the conversion?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Magnuson-Stevens Fishery Conservation and Management Act (Essential Fish Habitat)		
17.1.	Is EFH present within the project study area? <i>The Project is located inland in West Harford and will not affect any Essential Fish Habitat. See NOAA EFH Mapper.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Federal Environmental Laws Checklist		
Law/Regulation & Questions		Response
17.2.	Is suitable habitat present for EFH-protected species within the project footprint?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
17.3.	Does the project have the potential to adversely affect EFH?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
17.4.	Has consultation with NOAA-Fisheries occurred?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Marine Mammal Protection Act		
18.1.	Is there a potential for any species protected under the MMPA to be present within the project action area? <i>The Action Area is not located within or abutting the marine environment as it is inland.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
18.2.	Is there a potential to "take" any marine mammal?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
18.3.	Have you received an Incidental Harassment Authorization or Letter of Authorization?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Migratory Bird Treaty Act		
19.1.	Will the project potentially "take" migratory birds?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
19.2.	Has the project minimized the potential to "take" migratory birds?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
National Historic Preservation Act (Section 106)		
20.1.	Has the CTSHPO provided written concurrence with the Area of Potential Effects (APE)?	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.2.a	Are there properties listed on, or eligible for listing on, the National Register of Historic Places identified within the project's area of potential effects? <i>See Attachment C.</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No
20.2.b	Has the SHPO/THPO concurred on the identification of historic properties?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
20.3.	Does the project adversely affect one or more historic properties?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
20.4.	Is the determination of effect conditional?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
20.5.	Have the adverse effects been resolved?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Nationwide Rivers Inventory		

Commented [KY1]: FHWA to complete.

Federal Environmental Laws Checklist		
Law/Regulation & Questions		Response
21.1.	Are NRI river segments within the project study area? <i>The Project is not located within or adjacent to any river segments listed on the Nationwide Rivers Inventory. See Nationwide Rivers Inventory.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
21.2.	Could project activities foreclose the option to classify the river segment(s) under the WSRA?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
21.3.	Have you incorporated mitigation to the maximum extent practicable?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
FHWA Noise Regulations		
22.1.	Is the project classified as Type 1 requiring a traffic noise analysis? <i>The Project is classified as a Type III project under 23 CFR 772 (no capacity or alignment changes); therefore, no noise analysis is required.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
22.2.	Does the traffic noise analysis meet the requirements of the state DOT's Noise Policy?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Rivers and Harbors Appropriations Act of 1899 (Section 9)		
23.1.	Does the project involve bridge construction or modification over, or work from, a navigable waterway?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
23.2.	Does the project involve work to any other type of structure, including remanent portions of a former bridge, below mean high high-water (MHHW) within a navigable waterway?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A
23.3.	Will USCG Construction Coordination be required?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
23.4.	Will a USCG Bridge Lighting or Aids to Navigation permit be required?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
23.5.	Will an FAA permit be required?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
23.6.	Does the 23 USC 144(c)(2) exception apply?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
23.7.	Has a permit been obtained?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Safe Drinking Water Act		
24.1.	Does the project lie within the review area of a sole source aquifer? <i>The Project is not located within a designated Sole Source Aquifer. See EPA Sole Source Aquifer Mapper.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> N/A

Federal Environmental Laws Checklist		Response
Law/Regulation & Questions		
24.2.	Has the EPA determined the project has the potential to contaminate the aquifer?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Tribal Coordination		
25.1.a	Is any portion of the project either on, adjacent to, or may encroach upon, Tribal or federal lands?	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.1.b	Is the proposed undertaking limited ENTIRELY to the following actions: <ul style="list-style-type: none"> ◇ Highway markings ◇ Pothole filling, crack sealing, joint repair ◇ Pavement milling or grooving ◇ Surface treatments ◇ Resurfacing, repair, or replacement of existing ramps or roadways within the previously disturbed right-of-way ◇ New pavement markings or renewal of pavement markings (normal and raised), rumble strips, traffic sensors, snow and ice detectors, or other similar features on existing ramps and roadways 	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.2	Are any previously identified NRHP eligible/listed archaeological sites present within or adjacent to the approved Section 106 APE?	<input type="checkbox"/> Yes <input type="checkbox"/> No
25.3	Following initial Section 106 consultation with SHPO/THPO's, are there any properties of traditional religious and cultural significance to Indian Tribes present within or immediately adjacent to the project?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
25.4	Has Section 106 Consultation concluded without reaching an adverse effect determination?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
25.5	Have all federally recognized Tribes been invited by FHWA to consult in adverse effect resolution?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> N/A
Wild & Scenic Rivers Act		
26.1.	Will any portion of the project occur within the watershed of a Designated WSR, an authorized Study River, or a tributary of either? <i>The Project is not located within or likely to affect any Designated DSR, authorized Study River, or tributary of either. See National Park Service Wild and Scenic Rivers Program Mapper.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
26.2	Does the project directly or indirectly impact the subject waterbody?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
26.3.	Is the project a "water resources" project ?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
26.4.	Is a Section 7 (of the WSRA) evaluation required?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

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Federal Environmental Laws Checklist	
Law/Regulation & Questions	Response
26.5. Will the relevant evaluation standard be exceeded?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A
Wilderness Act	
27.1. Will the project have alternatives or activities in a Wilderness area? <i>There are no wilderness areas in the state of Connecticut.</i>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
27.2. Does the project qualify for an exception to the prohibitions in 16 U.S.C. 133(c)?	<input type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> N/A

Attachments

Attachment A – Environmental Constraints Map

Attachment B – Section 7 Endangered Species Act Coordination

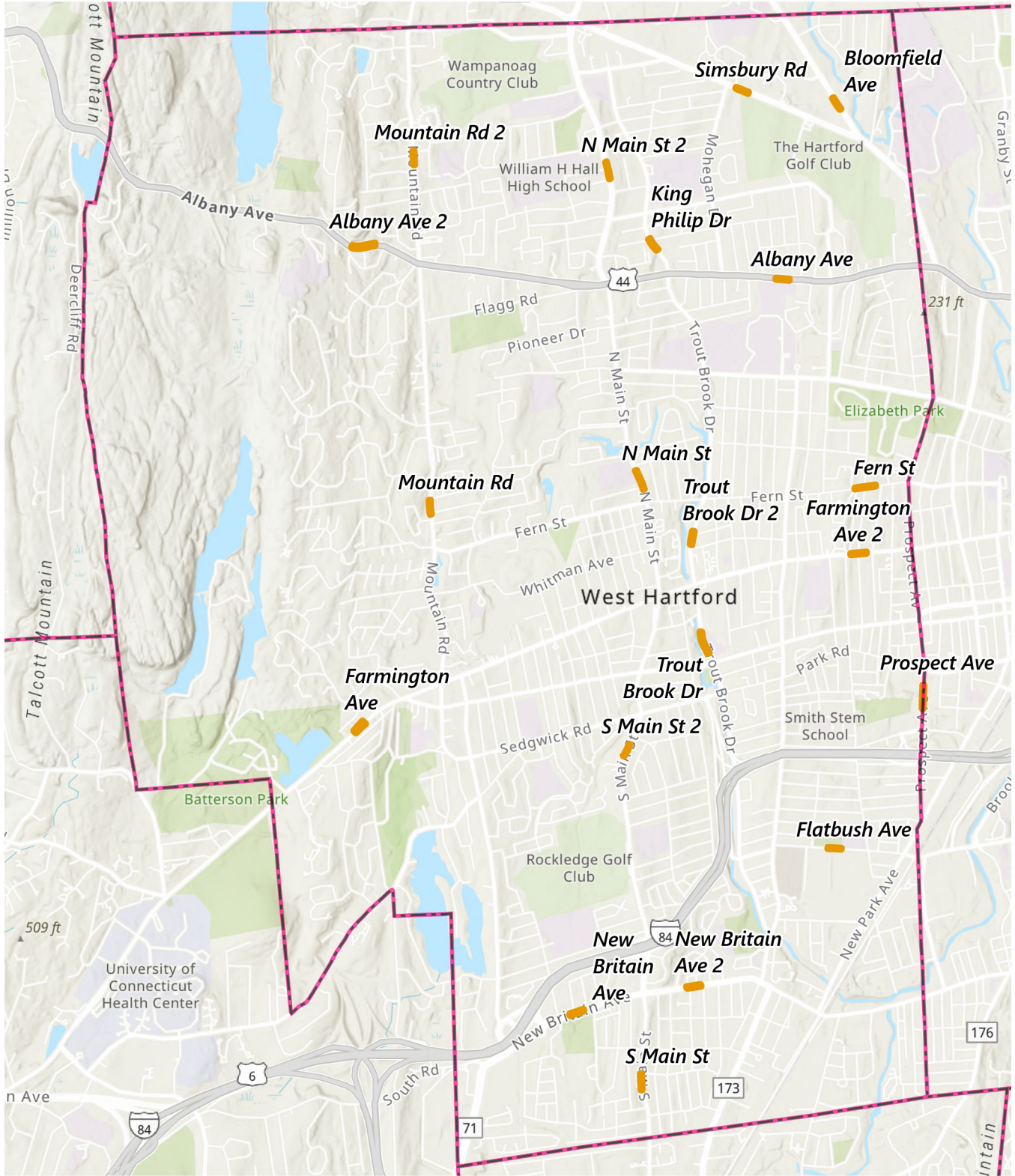
Attachment C – Historic Resource Documentation

Attachment D – Public Involvement Plan

Attachment A

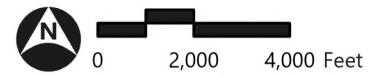
Environmental Constraints Map

Environmental Constraints Map - Cover
 Speed Camera Screening | West Hartford, Connecticut



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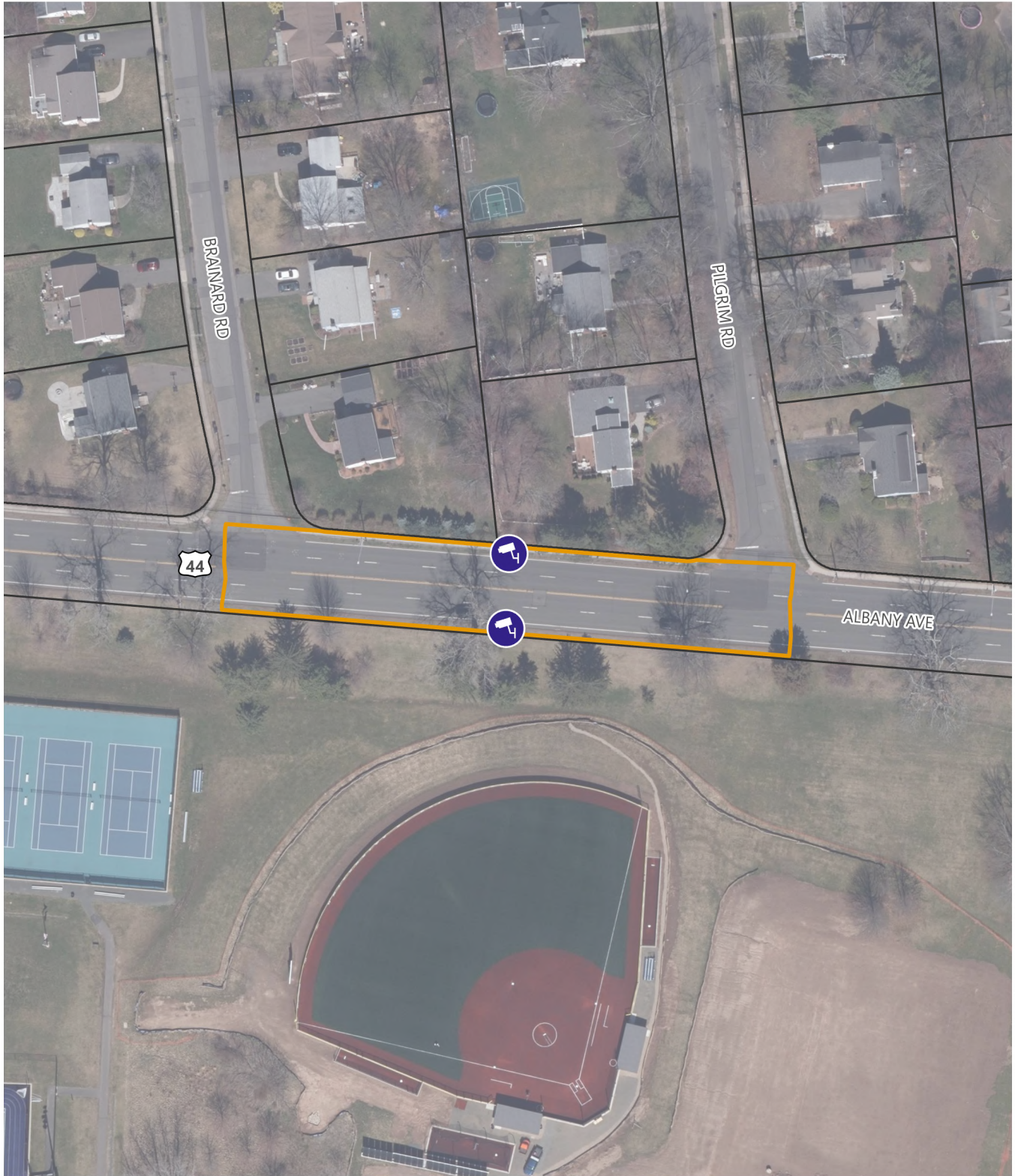
Town Boundary Potential Area of Work



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

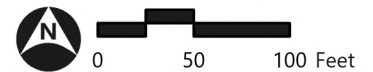
Environmental Constraints Map - Albany Ave

Speed Camera Screening | West Hartford, Connecticut



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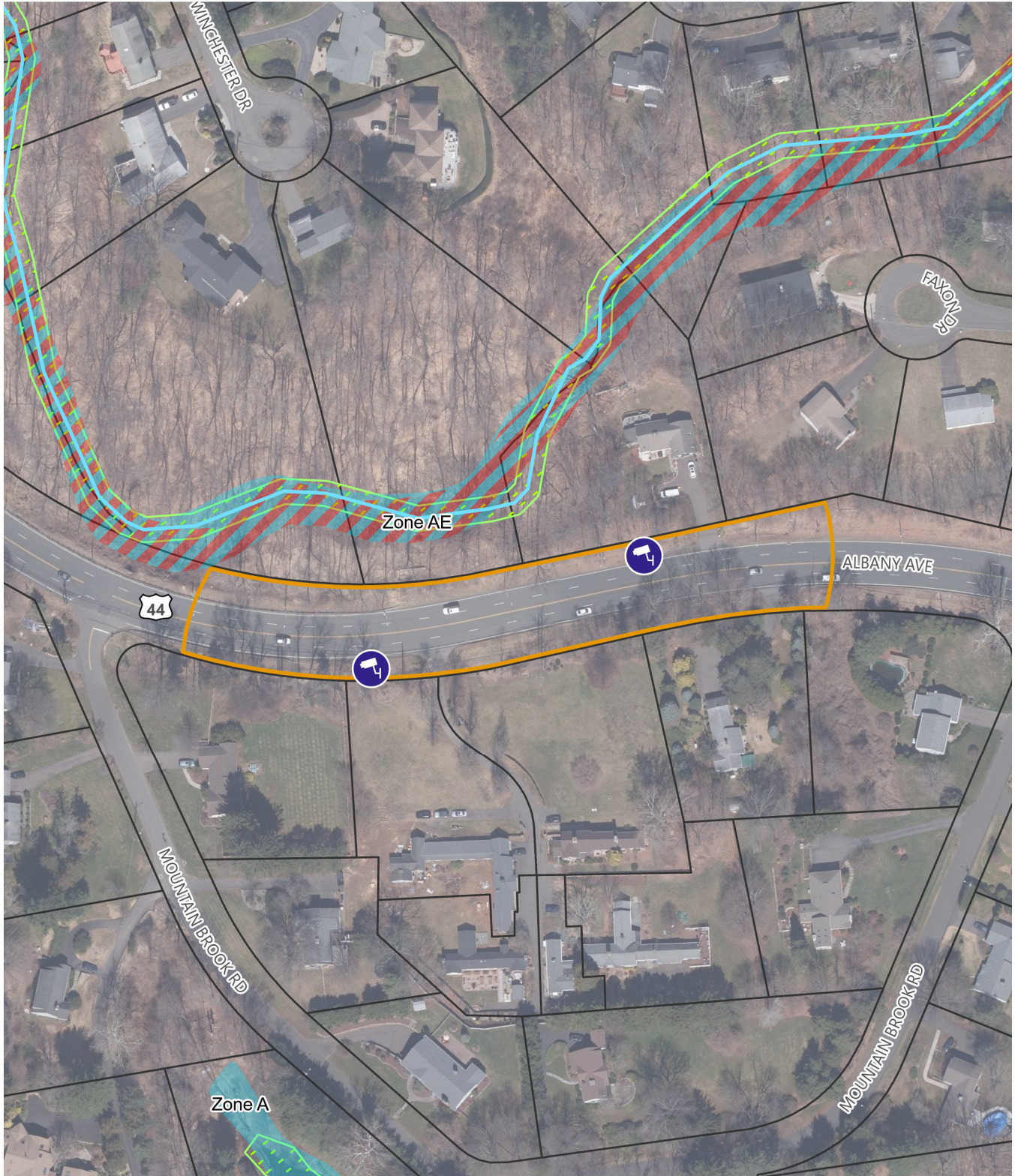
- Speed Camera Location
- Potential Area of Work
- Parcel Boundary
- Town Boundary



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Albany Ave 2

Speed Camera Screening | West Hartford, Connecticut



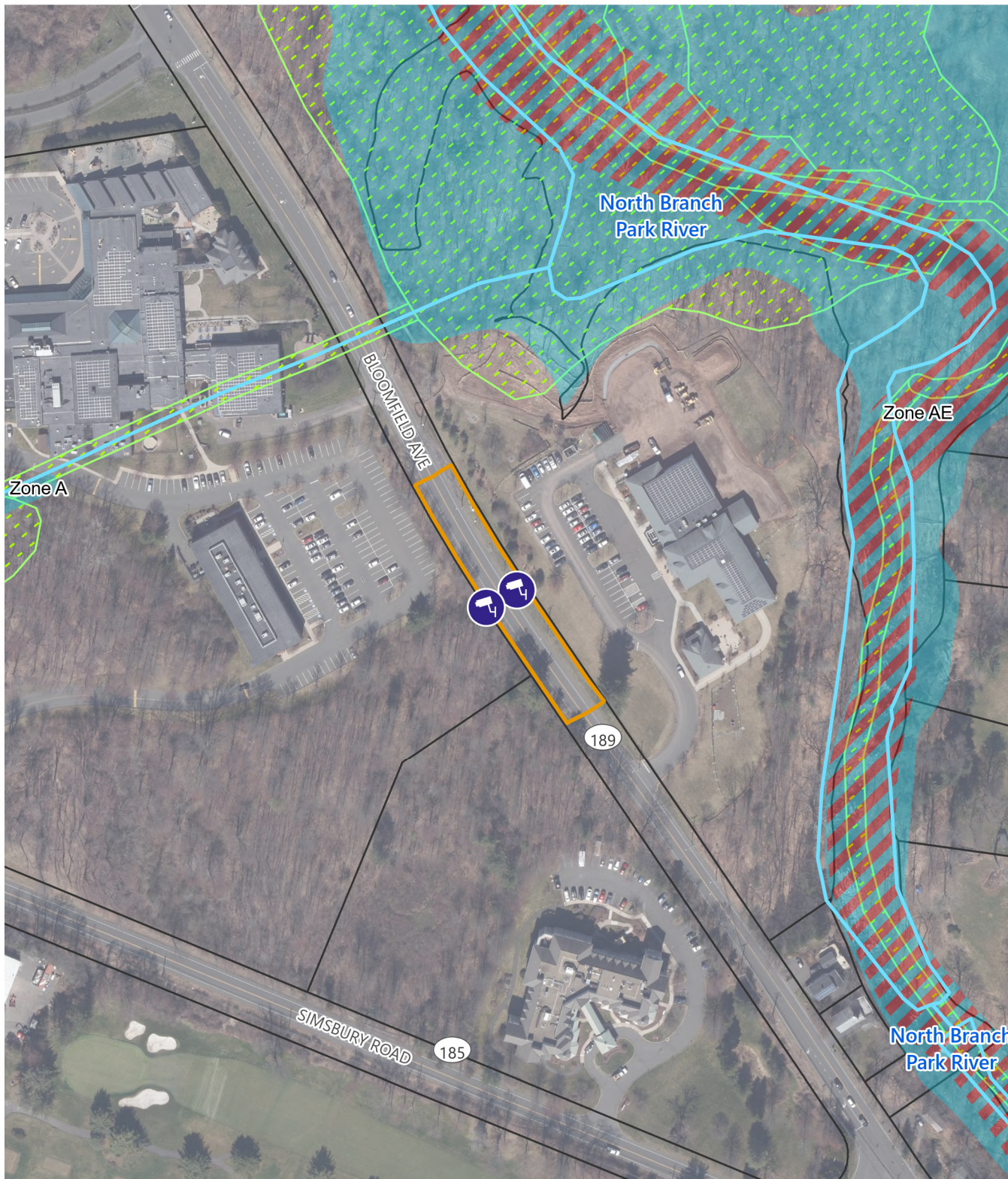
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	Speed Camera Location		Potential Area of Work		Stream	<p>0 75 150 Feet</p>
	Parcel Boundary		1% Chance Annual Flood		Regulatory Floodway	
	Town Boundary		NWI Wetlands			

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Bloomfield Ave

Speed Camera Screening | West Hartford, Connecticut



- Speed Camera Location
- Potential Area of Work
- Stream
- North Arrow
- Parcel Boundary
- 1% Chance Annual Flood
- Regulatory Floodway
- Town Boundary
- NWI Wetlands

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

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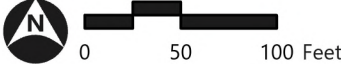
Environmental Constraints Map - Farmington Ave

Speed Camera Screening | West Hartford, Connecticut



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- Speed Camera Location
- Potential Area of Work
- Parcel Boundary
- Town Boundary



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

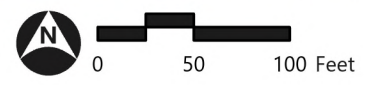
Environmental Constraints Map - Farmington Ave 2

Speed Camera Screening | West Hartford, Connecticut



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- Speed Camera Location
- Potential Area of Work
- Parcel Boundary
- Town Boundary



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Fern St

Speed Camera Screening | West Hartford, Connecticut



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Speed Camera Location Potential Area of Work Protected Open Space

Parcel Boundary

Town Boundary

0 75 150 Feet

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

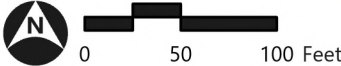
Environmental Constraints Map - Flatbush Ave

Speed Camera Screening | West Hartford, Connecticut



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- Speed Camera Location
- Potential Area of Work
- Protected Open Space
- Parcel Boundary
- Town Boundary



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - King Philip Dr

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

Speed Camera Location Potential Area of Work NWI Wetlands

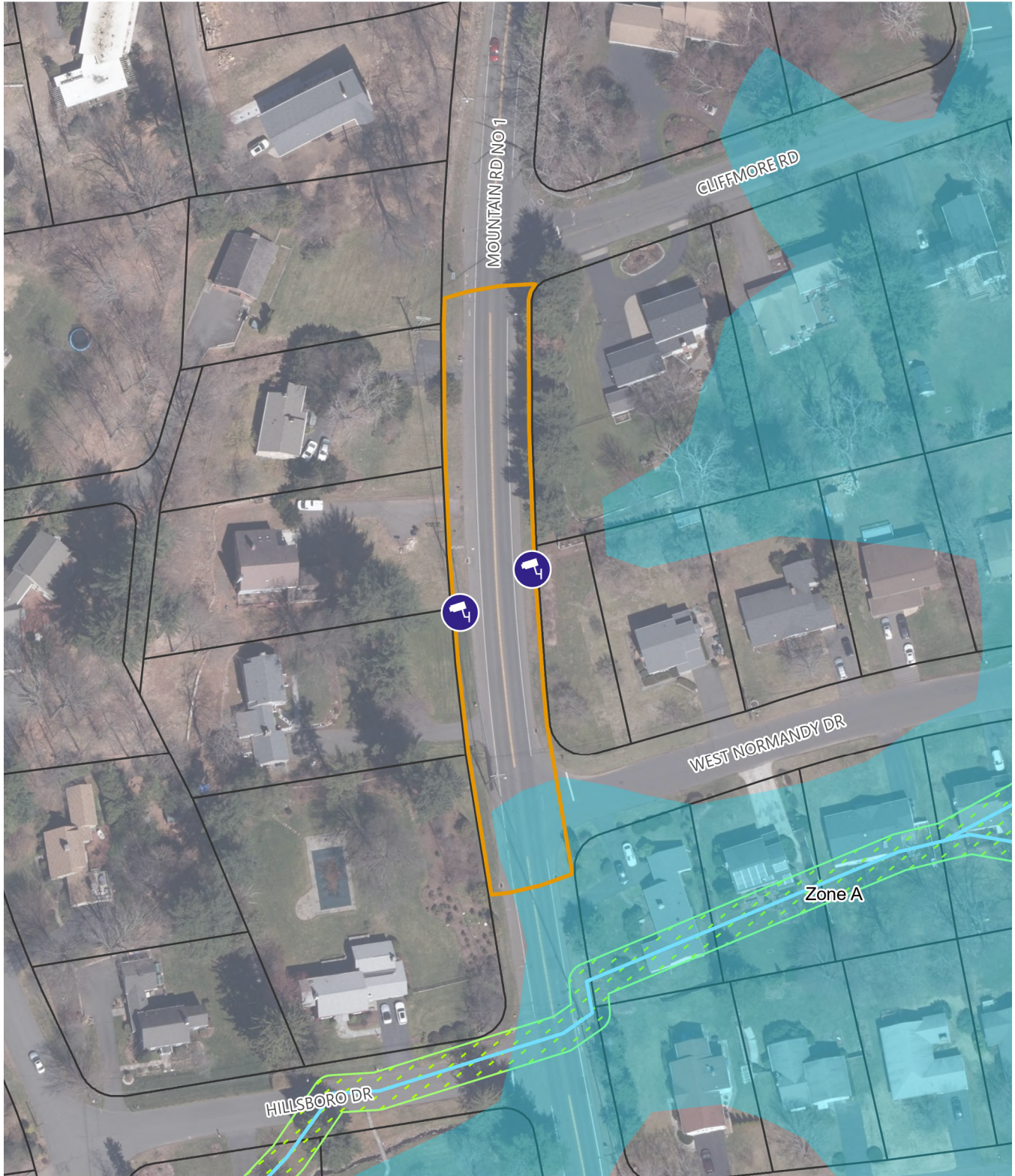
Parcel Boundary Town Boundary

0 50 100 Feet

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Mountain Rd

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Potential Area of Work		Stream	 0 50 100 Feet
	Parcel Boundary		1% Chance Annual Flood		NWI Wetlands	
	Town Boundary					

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Mountain Rd 2

Speed Camera Screening | West Hartford, Connecticut



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Speed Camera Location Potential Area of Work 1% Chance Annual Flood 0 50 100 Feet

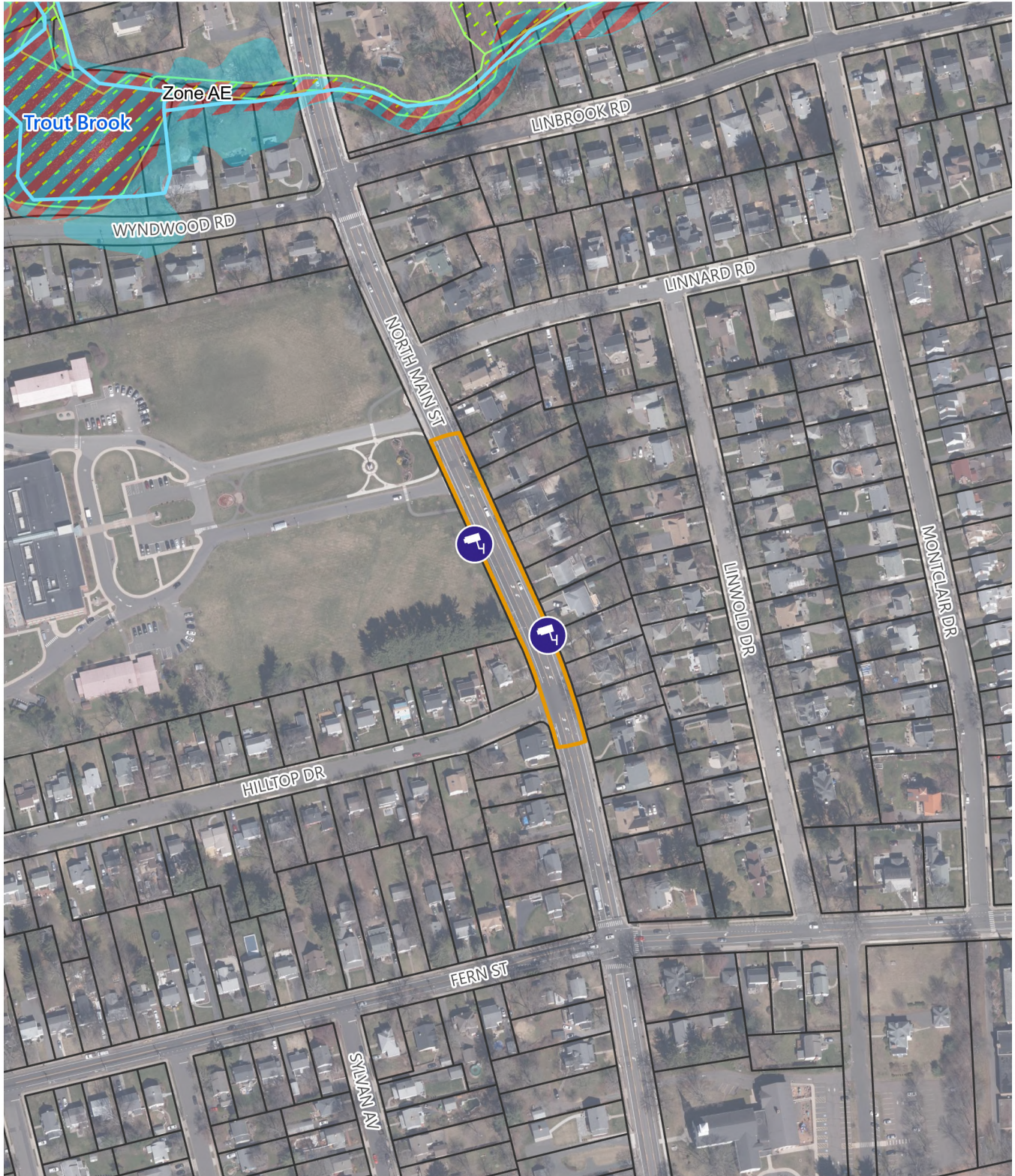
Parcel Boundary

Town Boundary

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - N Main St

Speed Camera Screening | West Hartford, Connecticut



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	Speed Camera Location		Potential Area of Work		Stream
	Parcel Boundary		1% Chance Annual Flood		Regulatory Floodway
	Town Boundary		NWI Wetlands		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

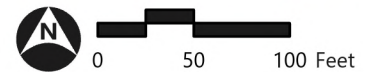
Environmental Constraints Map - N Main St 2

Speed Camera Screening | West Hartford, Connecticut



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- Speed Camera Location
- Potential Area of Work
- Parcel Boundary
- Town Boundary



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

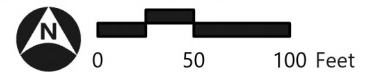
Environmental Constraints Map - New Britain Ave

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

- Speed Camera Location
- Potential Area of Work
- Protected Open Space
- Parcel Boundary
- Town Boundary



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

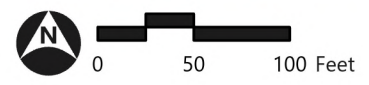
Environmental Constraints Map - New Britain Ave 2

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

- Speed Camera Location
- Potential Area of Work
- Parcel Boundary
- Town Boundary



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Prospect Ave
 Speed Camera Screening | West Hartford, Connecticut



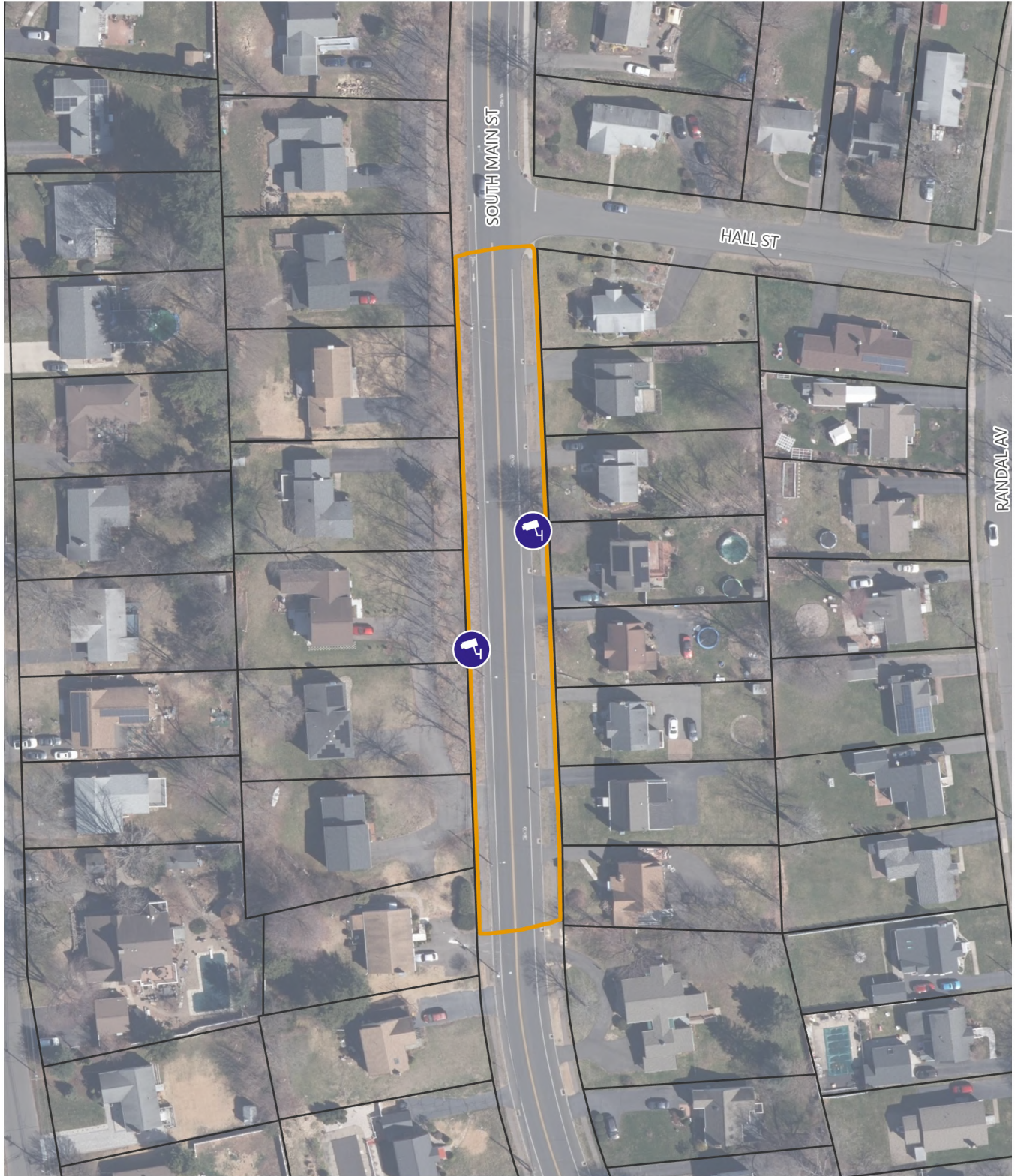
Path: \\vhb.com\gis\proj\Wethersfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Potential Area of Work		Stream	
	Parcel Boundary		1% Chance Annual Flood		NWI Wetlands	
	Town Boundary					

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

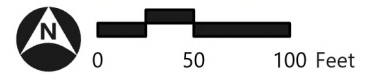
Environmental Constraints Map - S Main St

Speed Camera Screening | West Hartford, Connecticut



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- Speed Camera Location
- Potential Area of Work
- Parcel Boundary
- Town Boundary



Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - S Main St 2

Speed Camera Screening | West Hartford, Connecticut



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	Speed Camera Location		Potential Area of Work		Stream
	Parcel Boundary		1% Chance Annual Flood		Regulatory Floodway
	Town Boundary		NWI Wetlands		Protected Open Space

0 50 100 Feet

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Simsbury Rd

Speed Camera Screening | West Hartford, Connecticut



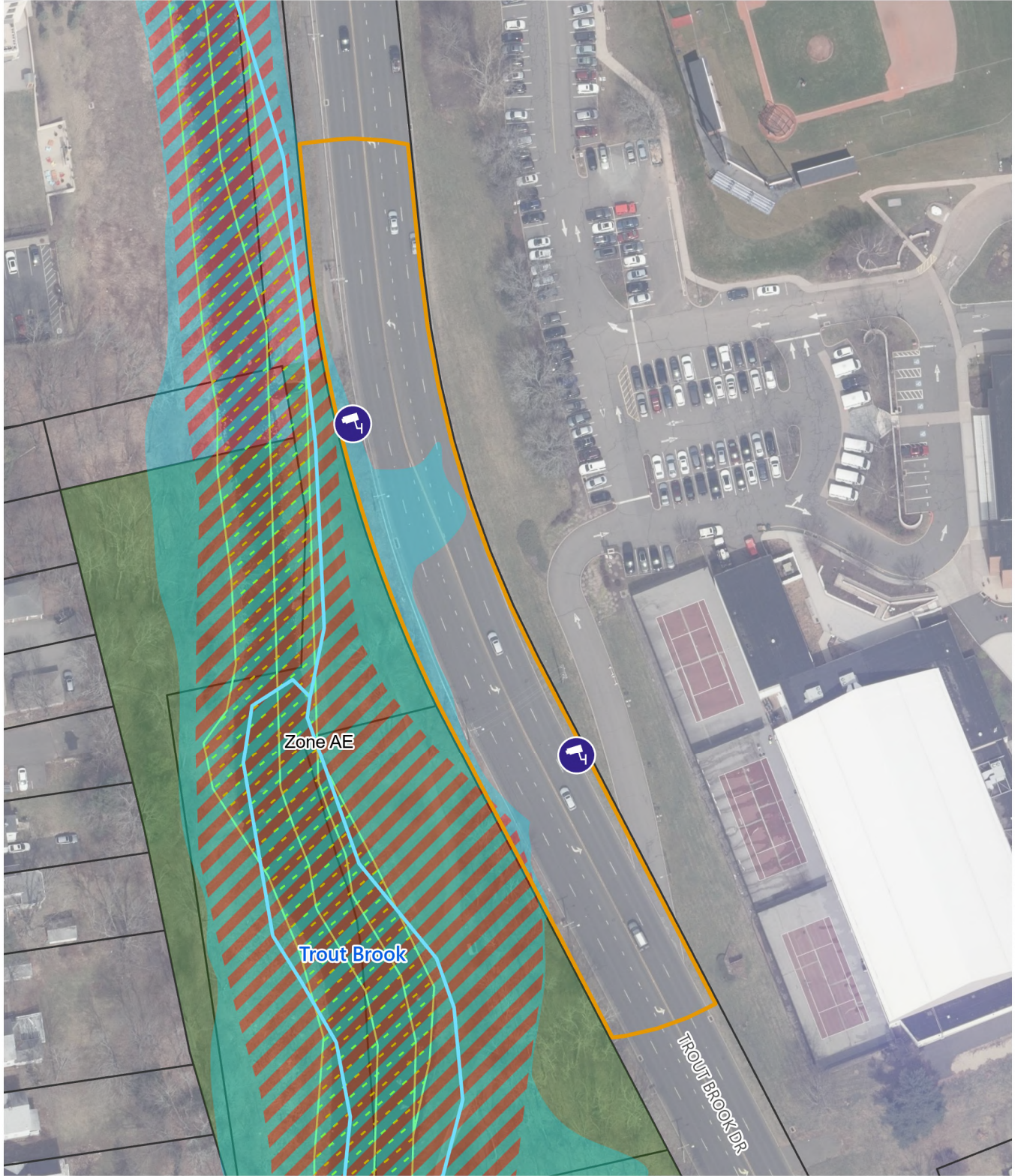
Path: \\vhb.com\gis\proj\Wethersfield\43652.00 West Hartford ATESD\Project\West Hartford ATESD\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Potential Area of Work		Stream	
	Parcel Boundary		1% Chance Annual Flood		NWI Wetlands	
	Town Boundary					

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Trout Brook Dr

Speed Camera Screening | West Hartford, Connecticut



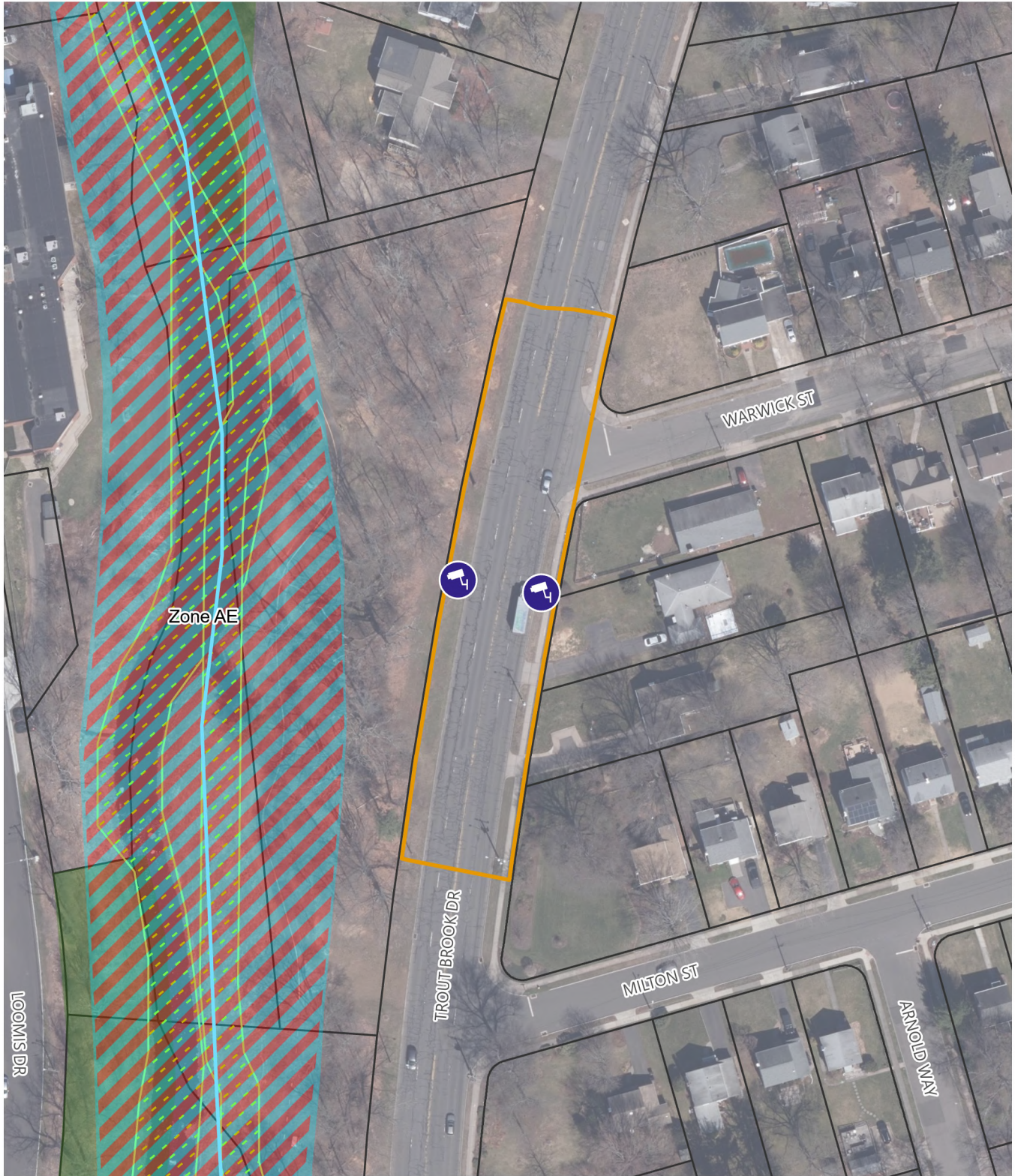
Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Potential Area of Work		Stream	
	Parcel Boundary		1% Chance Annual Flood		Regulatory Floodway	
	Town Boundary		NWI Wetlands		Protected Open Space	

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Environmental Constraints Map - Trout Brook Dr 2

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Potential Area of Work		Stream	
	Parcel Boundary		1% Chance Annual Flood		Regulatory Floodway	
	Town Boundary		NWI Wetlands		Protected Open Space	

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Attachment B

Section 7 Endangered Species Act Coordination



United States Department of the Interior



FISH AND WILDLIFE SERVICE
New England Ecological Services Field Office
70 Commercial Street, Suite 300
Concord, NH 3301-5094
Phone: (603) 223-2541 Fax: (603) 223-0104

In Reply Refer To:

09/25/2025 13:59:17 UTC

Project Code: 2025-0154473

Project Name: West Hartford Automated Traffic Enforcement Safety Devices (ATESD) Project

Subject: List of threatened and endangered species that may occur in your proposed project location or may be affected by your proposed project

To Whom It May Concern:

Updated 4/12/2023 - Please review this letter each time you request an Official Species List, we will continue to update it with additional information and links to websites may change.

About Official Species Lists

The purpose of the Act is to provide a means whereby threatened and endangered species and the ecosystems upon which they depend may be conserved. Federal and non-Federal project proponents have responsibilities under the Act to consider effects on listed species.

The enclosed species list identifies threatened, endangered, proposed, and candidate species, as well as proposed and final designated critical habitat, that may occur within the boundary of your proposed project and/or may be affected by your proposed project. The species list fulfills the requirements of the U.S. Fish and Wildlife Service (Service) under section 7(c) of the Endangered Species Act (Act) of 1973, as amended (16 U.S.C. 1531 et seq.).

New information based on updated surveys, changes in the abundance and distribution of species, changed habitat conditions, or other factors could change this list. Please note that under 50 CFR 402.12(e) of the regulations implementing section 7 of the Act, the accuracy of this species list should be verified after 90 days. The Service recommends that verification be completed by visiting the IPaC website at regular intervals during project planning and implementation for updates to species lists and information. An updated list may be requested by returning to an existing project's page in IPaC.

Endangered Species Act Project Review

Please visit the “**New England Field Office Endangered Species Project Review and Consultation**” website for step-by-step instructions on how to consider effects on listed

species and prepare and submit a project review package if necessary:

<https://www.fws.gov/office/new-england-ecological-services/endangered-species-project-review>

NOTE Please do not use the **Consultation Package Builder** tool in IPaC except in specific situations following coordination with our office. Please follow the project review guidance on our website instead and reference your **Project Code** in all correspondence.

Northern Long-eared Bat - (Updated 4/12/2023) The Service published a final rule to reclassify the northern long-eared bat (NLEB) as endangered on November 30, 2022. The final rule went into effect on March 31, 2023. You may utilize the **Northern Long-eared Bat Rangewide Determination Key** available in IPaC. More information about this Determination Key and the Interim Consultation Framework are available on the northern long-eared bat species page:

<https://www.fws.gov/species/northern-long-eared-bat-myotis-septentrionalis>

For projects that previously utilized the 4(d) Determination Key, the change in the species' status may trigger the need to re-initiate consultation for any actions that are not completed and for which the Federal action agency retains discretion once the new listing determination becomes effective. If your project was not completed by March 31, 2023, and may result in incidental take of NLEB, please reach out to our office at newengland@fws.gov to see if reinitiation is necessary.

Additional Info About Section 7 of the Act

Under section 7(a)(2) of the Act and its implementing regulations (50 CFR 402 et seq.), Federal agencies are required to determine whether projects may affect threatened and endangered species and/or designated critical habitat. If a Federal agency, or its non-Federal representative, determines that listed species and/or designated critical habitat may be affected by the proposed project, the agency is required to consult with the Service pursuant to 50 CFR 402. In addition, the Federal agency also may need to consider proposed species and proposed critical habitat in the consultation. 50 CFR 402.14(c)(1) specifies the information required for consultation under the Act regardless of the format of the evaluation. More information on the regulations and procedures for section 7 consultation, including the role of permit or license applicants, can be found in the "Endangered Species Consultation Handbook" at:

<https://www.fws.gov/service/section-7-consultations>

In addition to consultation requirements under Section 7(a)(2) of the ESA, please note that under sections 7(a)(1) of the Act and its implementing regulations (50 CFR 402 et seq.), Federal agencies are required to utilize their authorities to carry out programs for the conservation of threatened and endangered species. Please contact NEFO if you would like more information.

Candidate species that appear on the enclosed species list have no current protections under the ESA. The species' occurrence on an official species list does not convey a requirement to

consider impacts to this species as you would a proposed, threatened, or endangered species. The ESA does not provide for interagency consultations on candidate species under section 7, however, the Service recommends that all project proponents incorporate measures into projects to benefit candidate species and their habitats wherever possible.

Migratory Birds

In addition to responsibilities to protect threatened and endangered species under the Endangered Species Act (ESA), there are additional responsibilities under the Migratory Bird Treaty Act (MBTA) and the Bald and Golden Eagle Protection Act (BGEPA) to protect native birds from project-related impacts. Any activity resulting in take of migratory birds, including eagles, is prohibited unless otherwise permitted by the U.S. Fish and Wildlife Service (50 C.F.R. Sec. 10.12 and 16 U.S.C. Sec. 668(a)). For more information regarding these Acts see:

<https://www.fws.gov/program/migratory-bird-permit>

<https://www.fws.gov/library/collections/bald-and-golden-eagle-management>

Please feel free to contact us at **newengland@fws.gov** with your **Project Code** in the subject line if you need more information or assistance regarding the potential impacts to federally proposed, listed, and candidate species and federally designated and proposed critical habitat.

Attachment(s): Official Species List

Attachment(s):

- Official Species List

OFFICIAL SPECIES LIST

This list is provided pursuant to Section 7 of the Endangered Species Act, and fulfills the requirement for Federal agencies to "request of the Secretary of the Interior information whether any species which is listed or proposed to be listed may be present in the area of a proposed action".

This species list is provided by:

New England Ecological Services Field Office
70 Commercial Street, Suite 300
Concord, NH 3301-5094
(603) 223-2541

PROJECT SUMMARY

Project Code: 2025-0154473

Project Name: West Hartford Automated Traffic Enforcement Safety Devices (ATESD) Project

Project Type: Road/Hwy - Maintenance/Modification

Project Description: Town to complete a Speed Management Pilot Program. The program will include obtaining cameras Automated Traffic Enforcement Safety Devices (ATESD) also known as speed safety cameras, program initiation, and implementation by a vendor. The program will also include staff reimbursement for Police, Engineering and Administrative support. This project will be completed in three phases, Base, Final Design, and Implementation/Demonstration Phase. The last phase will include a follow-up study with analyses of the results to inform the existing safety action plan.

Project Location:

The approximate location of the project can be viewed in Google Maps: <https://www.google.com/maps/@41.7652165,-72.7215781,14z>



Counties: Hartford County, Connecticut

ENDANGERED SPECIES ACT SPECIES

There is a total of 2 threatened, endangered, or candidate species on this species list.

Species on this list should be considered in an effects analysis for your project and could include species that exist in another geographic area. For example, certain fish may appear on the species list because a project could affect downstream species.

IPaC does not display listed species or critical habitats under the sole jurisdiction of NOAA Fisheries¹, as USFWS does not have the authority to speak on behalf of NOAA and the Department of Commerce.

See the "Critical habitats" section below for those critical habitats that lie wholly or partially within your project area under this office's jurisdiction. Please contact the designated FWS office if you have questions.

-
1. [NOAA Fisheries](#), also known as the National Marine Fisheries Service (NMFS), is an office of the National Oceanic and Atmospheric Administration within the Department of Commerce.

MAMMALS

NAME	STATUS
Tricolored Bat <i>Perimyotis subflavus</i> No critical habitat has been designated for this species. Species profile: https://ecos.fws.gov/ecp/species/10515	Proposed Endangered

INSECTS

NAME	STATUS
Monarch Butterfly <i>Danaus plexippus</i> There is proposed critical habitat for this species. Your location does not overlap the critical habitat. Species profile: https://ecos.fws.gov/ecp/species/9743	Proposed Threatened

CRITICAL HABITATS

THERE ARE NO CRITICAL HABITATS WITHIN YOUR PROJECT AREA UNDER THIS OFFICE'S JURISDICTION.

YOU ARE STILL REQUIRED TO DETERMINE IF YOUR PROJECT(S) MAY HAVE EFFECTS ON ALL ABOVE LISTED SPECIES.

IPAC USER CONTACT INFORMATION

Agency: Private Entity
Name: Sara Berryman
Address: 100 Great Meadow Road
Address Line 2: Suite 200
City: Wethersfield
State: CT
Zip: 06109
Email: sberryman@vhb.com
Phone: 8608074336

Attachment C

Historic Resource Documentation



Memorandum

To: Parker Sorenson, P.E.
Town of West Hartford
Department of Engineering
50 South Main Street
West Hartford, CT 06107

Date: September 29,
2025
Project #: 43652.00

From: Quinn Stuart, Director of Cultural Resources Re: West Hartford Automated Traffic Enforcement Safety Devices (ATESD)
Devon T. King, Preservation Planner – Historic Properties Desktop Review

The Town of West Hartford proposes to complete an 18-month Speed Management Pilot Program to improve roadway safety and inform the Town's existing safety action plan. The VHB Cultural Resources Team performed a desktop review of historic resources within or adjacent to the Project locations.

Project Description

The Project area includes 20, up to 200-foot-long segments along the following roads in West Hartford:

- › Albany Avenue
- › Bloomfield Avenue
- › Farmington Avenue
- › Fern Street
- › Flatbush Avenue
- › King Philip Drive
- › Mountain Road
- › North Main Street
- › New Britain Avenue
- › Prospect Avenue
- › South Main Street
- › Simsbury Road
- › Trout Brook Drive

The Project aims to improve roadway safety to inform future Town efforts to decrease traffic violations and crashes through the installation of temporary speed safety cameras. Two cameras will be installed on 14-foot-tall poles within the existing road right-of-way (ROW). The cameras will be connected to existing electrical poles via underground trenching measuring 3 feet deep by 1 foot wide, into the existing electrical utility via underground trenching to the nearest pole. Proposed ground disturbing activities throughout the entirety of the Project area include soil disturbance for pole footings and utility connections. Due to the Project's location within a densely developed area, it is unlikely that archaeological sensitivity would need to be assessed. Therefore, archaeological investigation is not recommended.

Historic Properties: Desktop Identification and Review

The VHB Cultural Resources Team performed a preliminary desktop due diligence review of recorded aboveground historic properties pertaining to the proposed scope at each Project location (see **Attachment A**). The results described herein are for Project planning purposes.

Methodology

The Connecticut State Historic Preservation Office (CTSHPO) Connecticut Historic Commission Inventory (CHC), available through the Connecticut Cultural Resources Information System (ConnCRIS), was consulted to identify resources wholly or partially within the APE. Age identification of non-inventoried properties built prior to 1980 was guided by the West Hartford Assessors database and visually confirmed using Google Earth.

Area of Potential Effect (APE)

The Area of Potential Effect (APE) is defined as "...the geographic area within which the undertaking may cause changes in the character of or use of historic properties if any such properties exist" [36 CFR 800.16(d)]. A historic property is defined as "any prehistoric or historic district, site, building, structure, or object included in, or eligible for inclusion in, the National Register of Historic Places maintained by the Secretary of the Interior" [36 CFR 800.16(l)]. The establishment of a project APE is based on the potential for physical and non-physical effects, such as those from construction, noise, vibration, visual changes, etc.

The APE for this Project is established as the maximum Project Limit of Disturbance (LoD), anticipated to be 200 feet long, plus 50 feet from the LoD. Identification of the APE considers both physical and non-physical effects that may alter the character, use, or setting of historic properties. Anticipated project effects are primarily limited to trenching and utility installation as well as the installation of speed safety cameras, and all work would be completed within the existing road ROW. Therefore, potential impact is limited to mainly non-physical effects such as visual and temporary noise effects due to the proximity of the historic resources adjacent to the Project LoD.

Current land use within and around the Project locations consists of mixed-use commercial, institutional, and residential development on moderately sized lots within an urban setting.

Identification of Aboveground Historic Properties

Review of ConnCRIS identified one resource listed in the National Register of Historic Places (National Register), one resource listed in the State Register of Historic Places (State Register), two resources listed as a Local Historic Property (LHP) within a Local Historic District (LHD), and 17 resources inventoried in the CHC.

No inventoried or listed properties were located adjacent to the following Project locations:

- › Albany Avenue
- › Farmington Avenue
- › King Philip Drive
- › Mountain Road
- › Trout Brook Drive 2
- › Mountain Road 2
- › New Britain Avenue
- › Prospect Avenue
- › South Main Street
- › South Main Street 2
- › Trout Brook Drive

One resource identified within the APE of the Flatbush Avenue Project location, the Charter Oak Elementary School, was previously demolished. No other inventoried or designated resources were identified at this location.

Table 1: Previously Identified Resources

Location	Resource Name	Address	Designation
Albany Avenue 2			
	Farm of Frederick and Faye B. Renschler; Benjamin Welles Farm	2 Toll House Lane	INV
Bloomfield Avenue			
	Alumni House; Betram N. Carvalho Residence	300 Bloomfield Avenue	INV
	Holocaust Memorial	335 Bloomfield Avenue	INV

Location	Resource Name	Address	Designation
	On the Seventh Day God Rested Mural	335 Bloomfield Avenue	INV
	Cat Tower	335 Bloomfield Avenue	INV
Farmington Avenue 2			
	Theodore B. Dickerson House	727 Farmington Avenue	INV
	Harry Cornwall House	735 Farmington Avenue	INV
Fern Street			
	Howard A. Giddings House	201 Fern Street	INV
	Dr. Edwin B. Lyon House	205 Fern Street	INV
	Verd Russell Leavitt House	220 Fern Street	INV
	William R. Liedike House	77 Walbridge Road	INV
North Main Street			
	Deacon Balch House	119 North Main Street	INV
	Laurent Clerc ¹	139 North Main Street	INV
	American School for the Deaf ²	139 North Main Street	INV
	T.H. Gallaudet and Alice Cogswell	149 North Main Street	INV
North Main Street 2			
	Deacon Strong House	982 North Main Street	SRIND
		944 North Main Street	INV
New Britain Avenue 2			
	Thomas O'Hara Goodwin House ³	1198 New Britain Avenue	LHD; LHP
	Thomas O'Hara Goodwin Barn ³	1198 New Britain Avenue	LHD; LHP
	Cyrus M. Blackman House	1199 New Britain Avenue	INV
Simsbury Road			
	Hartford Golf Club Historic District	Simsbury Road	NRDIS

- NRDIS Listed as a National Register Historic District
 SRIND Individually listed on the State Register of Historic Places
 LHD Listed as being part of a Local Historic District
 LHP Listed as a Local Historic Property
 INV Inventoried in the Connecticut Historic Resource Inventory
- 1 The inventory point for the Laurent Clerc statue is incorrectly mapped in ConnCRIS as being at 138 North Main Street. The location of the inventory point has been corrected in Attachment A.
 - 2 The inventory point for the American School for the Deaf is incorrectly mapped in ConnCRIS as being at 138 North Main Street. The location of the inventory point has been corrected in Attachment A.
 - 3 The Thomas O'Hara Goodwin House and Barn together comprise a Local Historic District.

Review of ConnCRIS and the West Hartford Assessors database identified 139 properties built prior to 1980 adjacent to the Project locations.

No non-inventoried properties built prior to 1980 were identified at the following Project locations:

- › Bloomfield Avenue
- › Trout Brook Drive

Table 2: Newly Identified Resources (1980 or older)

Location	Address	Year Built
Albany Ave		
	University of Saint Joseph, 1678 Asylum Avenue	1936
	Residence, 2 Brainard Road	1951
	Residence, 3 Brainard Road	1951
	Residence, 3 Pilgrim Road	1950
	Residence, 4 Pilgrim Road	1953
Albany Avenue 2		
	Residence, 2785 Albany Road	1949
	Residence, 5 Mountain Brook Road	1964
	Residence, 63 Mountain Brook Road	1951
	Residence, 3 Toll House Lane	1932
	Residence, 29 Winchester Drive	1973
	Residence, 32 Winchester Drive	1970
Farmington Avenue		
	Residence, 1321 Farmington Avenue	1937
	Residence, 1323 Farmington Avenue	1936
	Residence, 34 Geneva Avenue	1942
	Residence, 42 Geneva Avenue	1936
	Residence, 50 Geneva Avenue	1963
	Residence, 15 Ten Acre Lane	1937
	Residence, 21 Ten Acre Lane	1937
	Residence, 29 Ten Acre Lane	1936
	Residence, 35 Ten Acre Lane	1942
Farmington Avenue 2		
	Multi-family Residence, 711 Farmington Avenue	1967
	Mixed-Use Multi-family Residence and Commercial, 712 Farmington Avenue	1968
	Mixed-Use Multi-family Residence and Commercial, 716 Farmington Avenue	1927
	Residence, 724 Farmington Avenue	1920
	Residence, 737 Farmington Avenue	1923

Location	Address	Year Built
Fern Street		
	Residence, 206 Fern Street	1957
	Residence, 207 Fern Street	1921
	Residence, 211 Fern Street	1920
	Residence, 4 Fernwood Road	1928
	Senior and Assisted Living Community, 1 Hamilton Heights Drive	1906
	Residence, 69 Walbridge Road	1925
	Residence, 78 Walbridge Road	1962
Flatbush Avenue		
	Manufacturing Facility, 1 Charter Oak Boulevard	1942
King Philip Drive		
	Residence, 162 Brewster Road	1950
	Residence, 163 Brewster Road	1952
	Residence, 171 Brewster Road	1955
	Residence, 174 Brewster Road	1956
	Residence, 48 King Philip Drive	1950
	Multi-family Residence, 10 Starkel Road	1976
Mountain Road		
	Residence, 5 Cliffmore Road	1967
	Residence, 4 Hillsboro Drive	1951
	Residence, 354 Mountain Road	1959
	Residence, 361 Mountain Road	1949
	Residence, 365 Mountain Road	1977
	Residence, 369 Mountain Road	1976
	Water Treatment Facility, 373 Mountain Road	1962
	Residence, 6 West Normandy Drive	1959
Mountain Road 2		
	Residence, 743 Mountain Road	1935
	Residence, 746 Mountain Road	1941
	Residence, 747 Mountain Road	1941
	Residence, 748 Mountain Road	1942
	Residence, 751 Mountain Road	1942
	Residence, 752 Mountain Road	1950
	Residence, 756 Mountain Road	1951
	Residence, 760 Mountain Road	1941
	Residence, 764 Mountain Road	1948
	Residence, 765 Mountain Road	1948

Location	Address	Year Built
	Residence, 3 Walker Lane	1952
	Residence, 4 Walker Lane	1949
North Main Street		
	Residence, 73 Linnard Road	1946
	Residence, 117 North Main Street	1950
	Residence, 118 North Main Street	1966
	Residence, 120 North Main Street	1948
	Residence, 124 North Main Street	1928
	Residence, 125 North Main Street	1942
	Residence, 126 North Main Street	1951
	Residence, 128 North Main Street	1965
	Residence, 132 North Main Street	1935
	Residence, 134 North Main Street	1936
	Residence, 136 North Main Street	1949
	Residence, 138 North Main Street	1946
	Residence, 142 North Main Street	1946
	Residence, 144 North Main Street	1946
North Main Street 2		
	Residence, 952 North Main Street	1952
	Residence, 955 North Main Street	1953
	Residence, 964 North Main Street	1952
	School, 975 North Main Street	1970
New Britain Avenue		
	Residence, 1 Bramley Road	1948
	Residence, 1330 New Britain Avenue	1925
	Residence, 1334 New Britain Avenue	1931
	Wolcott Park, 1341 New Britain Avenue	1973
	Residence, 4 Shadow Lane	1954
New Britain Avenue 2		
	Residence, 9 Colonial Street	1952
	Residence, 1182 New Britain Avenue	1937
	Residence, 1185 New Britain Avenue	1925
	Residence, 1187 New Britain Avenue	1927
	Residence, 1191 New Britain Avenue	1937
	Residence, 1193 New Britain Avenue	1936
	Multi-family Residence, 9 Westgate Street	1979

Location	Address	Year Built
Prospect Avenue		
	Commercial, 226-244 Prospect Avenue, Hartford	1950
	Commercial, 245 Prospect Avenue	1971
	Commercial, 254 Prospect Avenue, Hartford	1948
	Commercial, 266-270 Prospect Avenue, Hartford	1950
	Commercial, 290 Prospect Avenue, Hartford	1940
	Commercial, 306 Prospect Avenue, Hartford	1970
	Commercial, 310 Prospect Avenue, Hartford	1965
South Main Street		
	Residence, 102 Hall Street	1953
	Residence, 103 Hall Street	1953
	Residence, 539 South Main Street	1958
	Residence, 541 South Main Street	1958
	Residence, 545 South Main Street	1958
	Residence, 546 South Main Street	1948
	Residence, 548 South Main Street	1948
	Residence, 549 South Main Street	1959
	Residence, 550 South Main Street	1966
	Residence, 551 South Main Street	1958
	Residence, 554 South Main Street	1947
	Residence, 555 South Main Street	1959
	Residence, 556 South Main Street	1947
	Residence, 557 South Main Street	1958
	Residence, 558 South Main Street	1947
	Residence, 560 South Main Street	1949
	Residence, 561 South Main Street	1965
	Residence, 563 South Main Street	1951
	Residence, 564 South Main Street	1952
South Main Street 2		
	Residence, 166 South Main Street	1942
	Residence, 167 South Main Street	1954
	Residence, 169 South Main Street	1928
	Residence, 170 South Main Street	1932
	Residence, 173 South Main Street	1948
	Residence, 174 South Main Street	1941
	Residence, 175 South Main Street	1953
	Residence, 176 South Main Street	1941

Location	Address	Year Built
	Residence, 178 South Main Street	1927
	Residence, 179 South Main Street	1953
	Residence, 181 South Main Street	1950
	Residence, 184 South Main Street	1942
	Residence, 185 South Main Street	1948
	Residence, 186 South Main Street	1942
	Residence, 187 South Main Street	1942
	Residence, 190 South Main Street	1950
Simsbury Road		
	Commercial, 134 Norwood Road	1955
	Residence, 149 Simsbury Road	1955
Trout Brook Drive 2		
	Residence, 200 Milton Street	1948
	Residence, 1074 Trout Brook Drive	1951
	Residence, 1080 Trout Brook Drive	1951
	Residence, 1106 Trout Brook Drive	1940
	Residence, 72 Warwick Street	1947
	Residence, 77 Warwick Street	1951

Conclusion

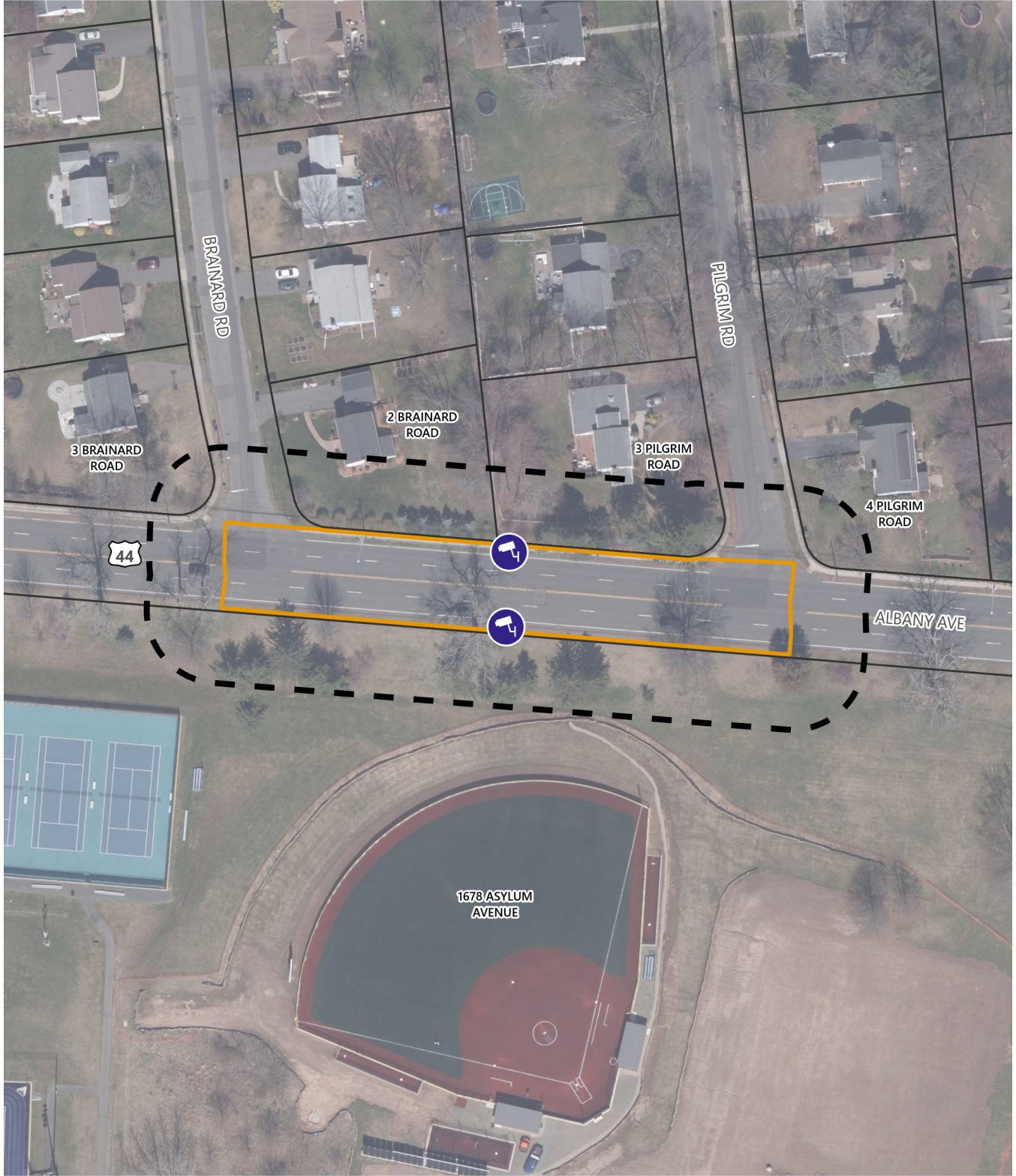
Based on VHB’s preliminary due diligence review of aboveground properties, it appears that the Project has minimal potential to affect nearby properties that are inventoried in the CHC, listed as an LHP, listed in the State or National Register, or were constructed prior to 1980.

Attachments

Attachment A – Project Locations Map Set

APE Location Map - Albany Ave

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

Speed Camera Location Limits of Disturbance (LoD)

Parcel Boundary Area of Potential Effects (APE)

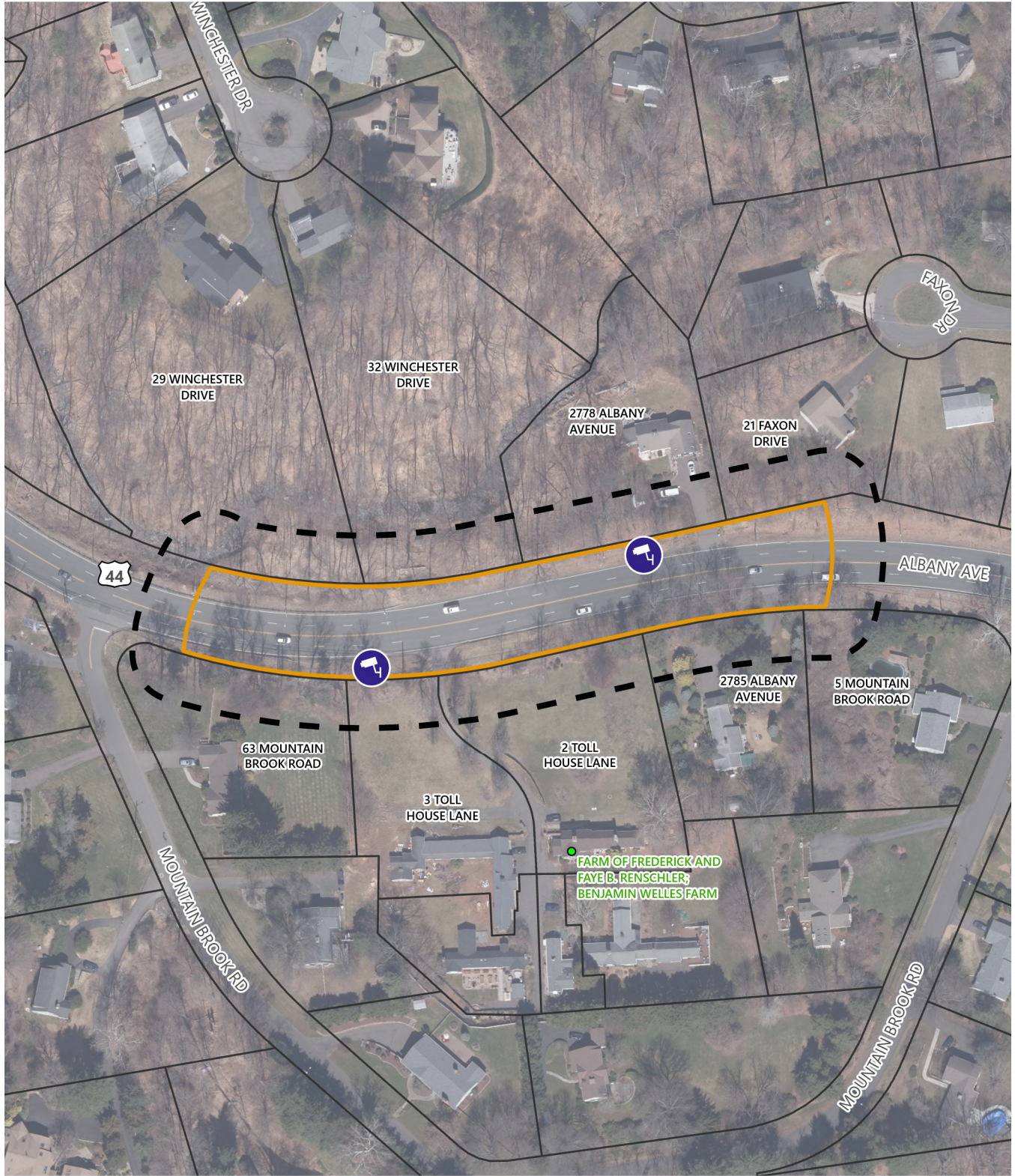
Town Boundary

0 50 100 Feet

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Albany Ave 2

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Inventoried		Limits of Disturbance (LoD)	
	Parcel Boundary		Area of Potential Effects (APE)		Town Boundary	

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Bloomfield Ave

Speed Camera Screening | West Hartford, Connecticut



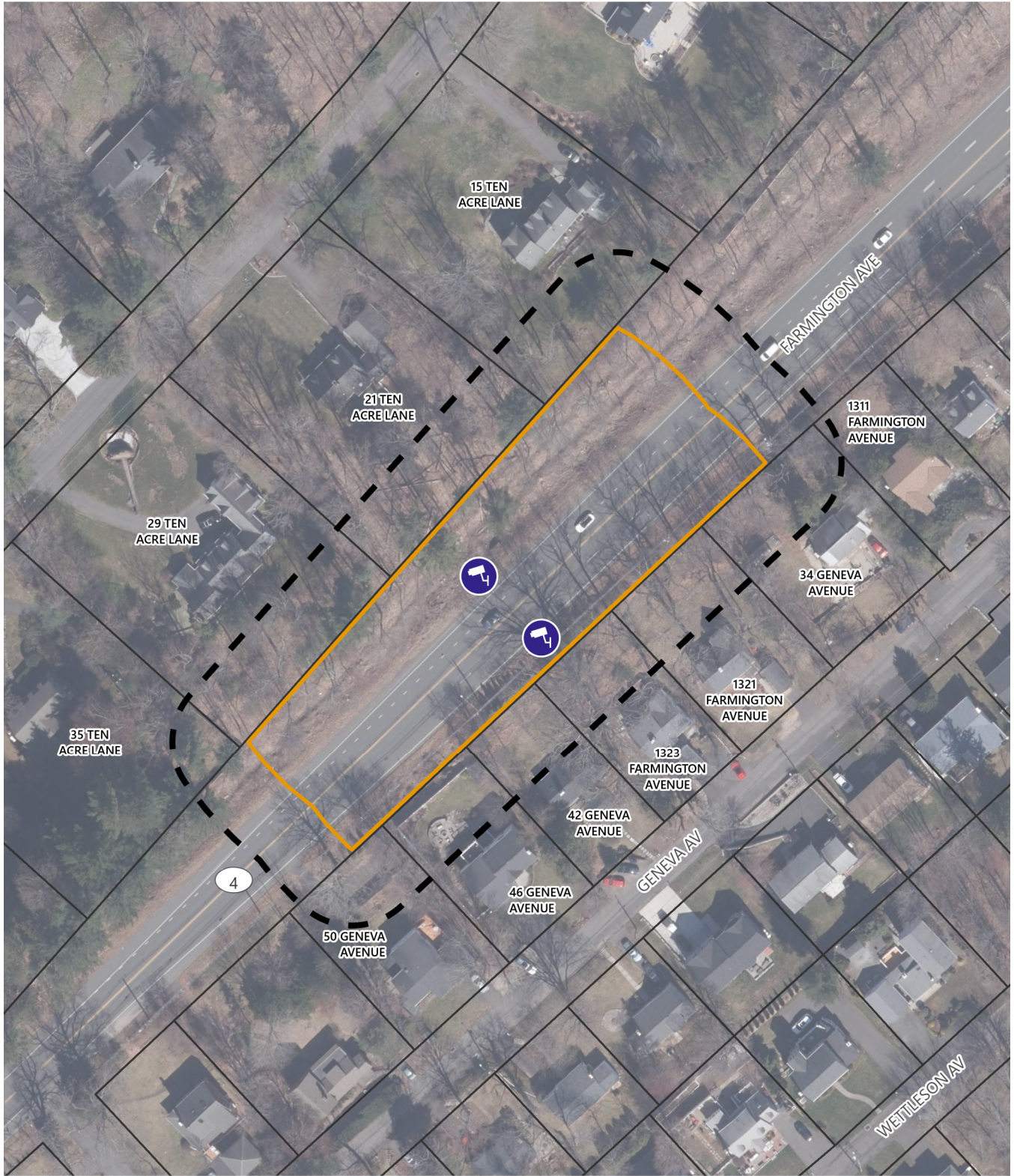
Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Inventoried		Limits of Disturbance (LoD)	
	Parcel Boundary		National Register District		Area of Potential Effects (APE)	
	Town Boundary					

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Farmington Ave

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Limits of Disturbance (LoD)
	Parcel Boundary		Area of Potential Effects (APE)
	Town Boundary		

0 50 100 Feet







Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025



APE Location Map - Farmington Ave 2

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

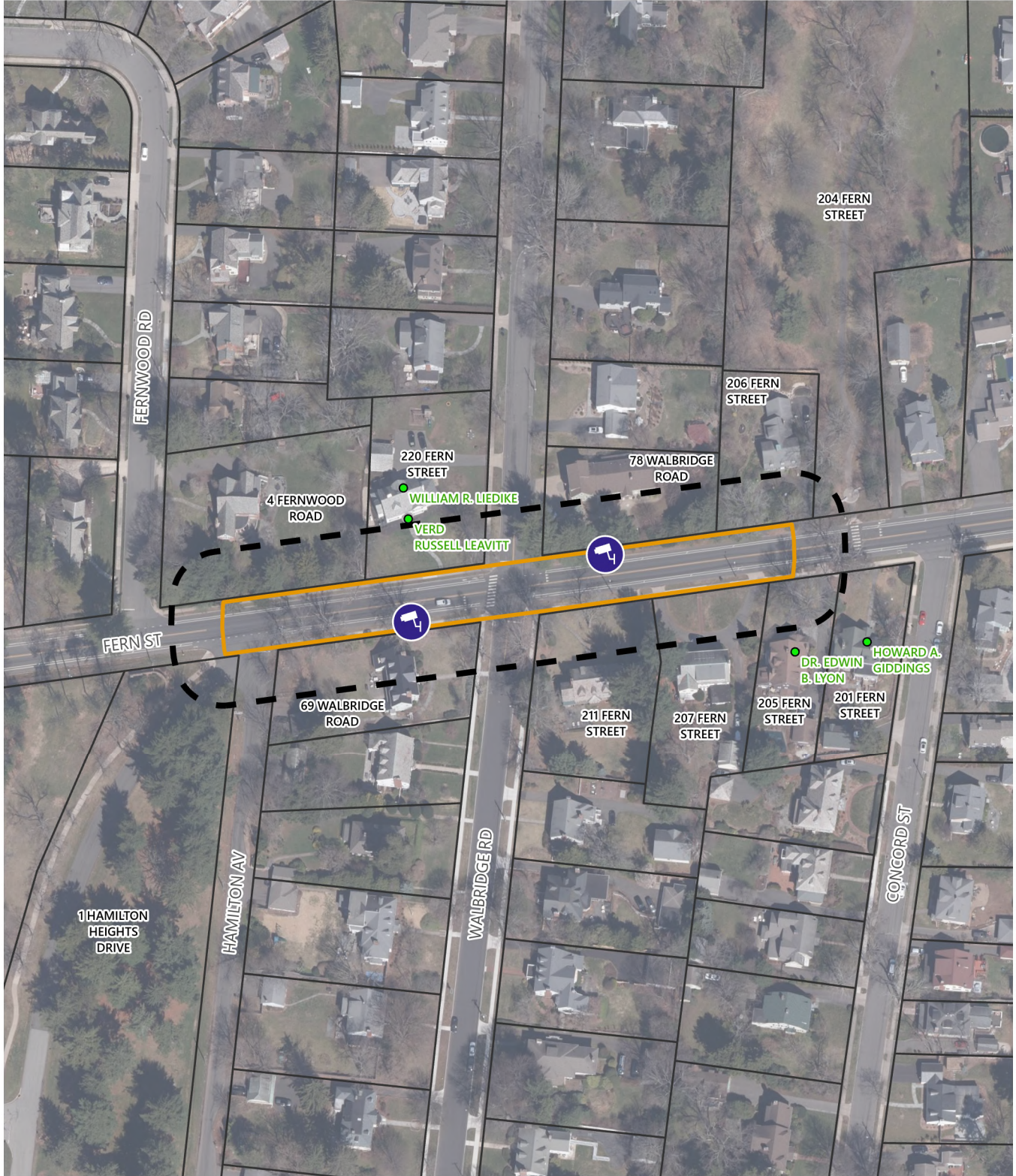
-  Speed Camera Location
-  Inventoried
-  Limits of Disturbance (LoD)
-  Area of Potential Effects (APE)
-  Parcel Boundary
-  Town Boundary

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Fern St

Speed Camera Screening | West Hartford, Connecticut

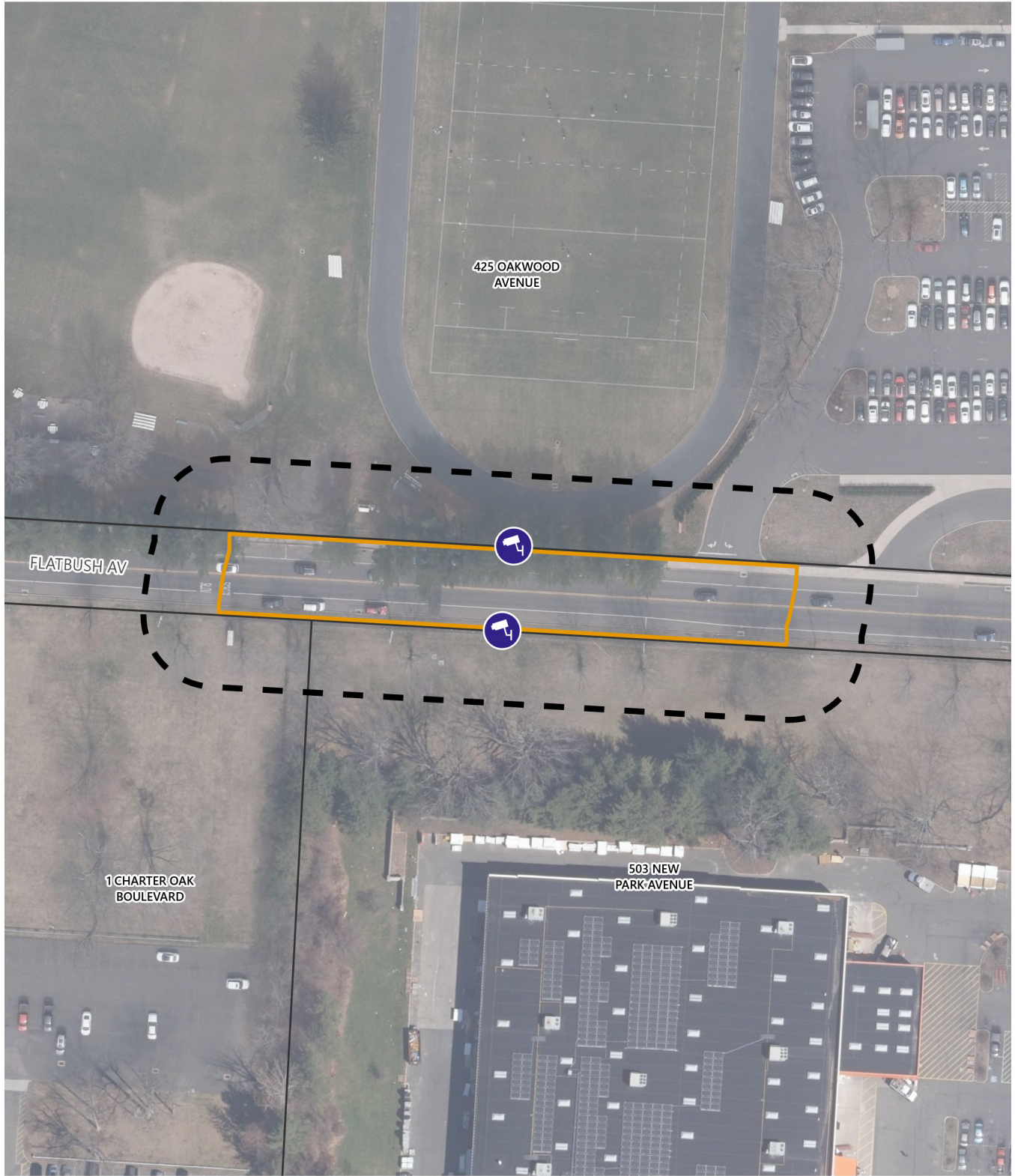


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	Speed Camera Location		Inventoried		Limits of Disturbance (LoD)	
	Parcel Boundary		Area of Potential Effects (APE)			
	Town Boundary					

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Flatbush Ave
 Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

 Speed Camera Location	 Limits of Disturbance (LoD)	  0 50 100 Feet
 Parcel Boundary	 Area of Potential Effects (APE)	
 Town Boundary		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - King Philip Dr

Speed Camera Screening | West Hartford, Connecticut



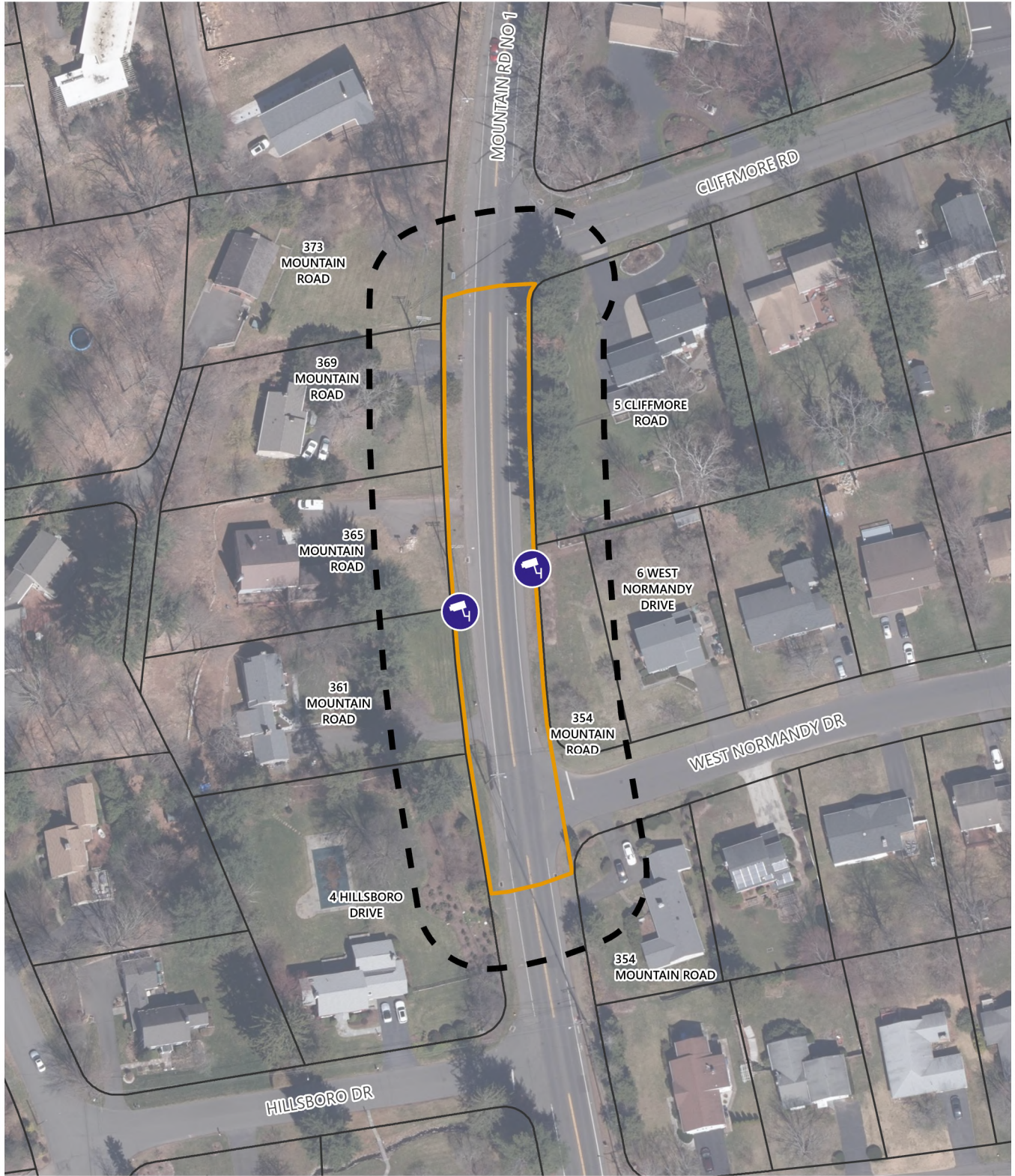
Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Limits of Disturbance (LoD)
	Parcel Boundary		Area of Potential Effects (APE)
	Town Boundary		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Mountain Rd

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

Speed Camera Location
 Limits of Disturbance (LoD)

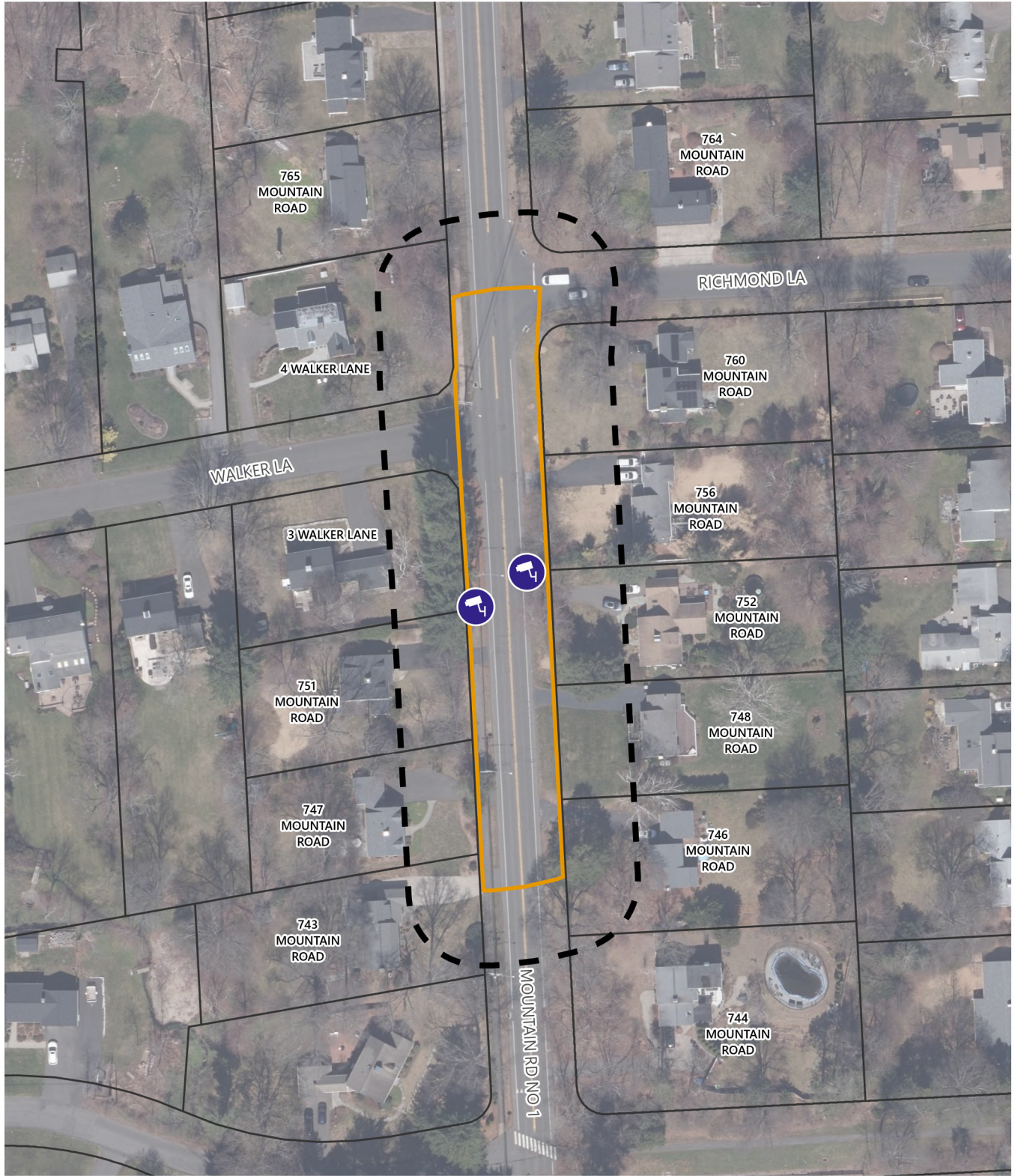
Parcel Boundary
 Area of Potential Effects (APE)

Town Boundary

0 50 100 Feet

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Mountain Rd 2
 Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Limits of Disturbance (LoD)
	Parcel Boundary		Area of Potential Effects (APE)
	Town Boundary		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - N Main St

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner)

	Speed Camera Location		Inventoried		Limits of Disturbance (LoD)	
	Parcel Boundary		Area of Potential Effects (APE)			
	Town Boundary					

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - N Main St 2

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		State Register		Limits of Disturbance (LoD)	
	Parcel Boundary		Inventoried		Area of Potential Effects (APE)	
	Town Boundary					

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - New Britain Ave
 Speed Camera Screening | West Hartford, Connecticut



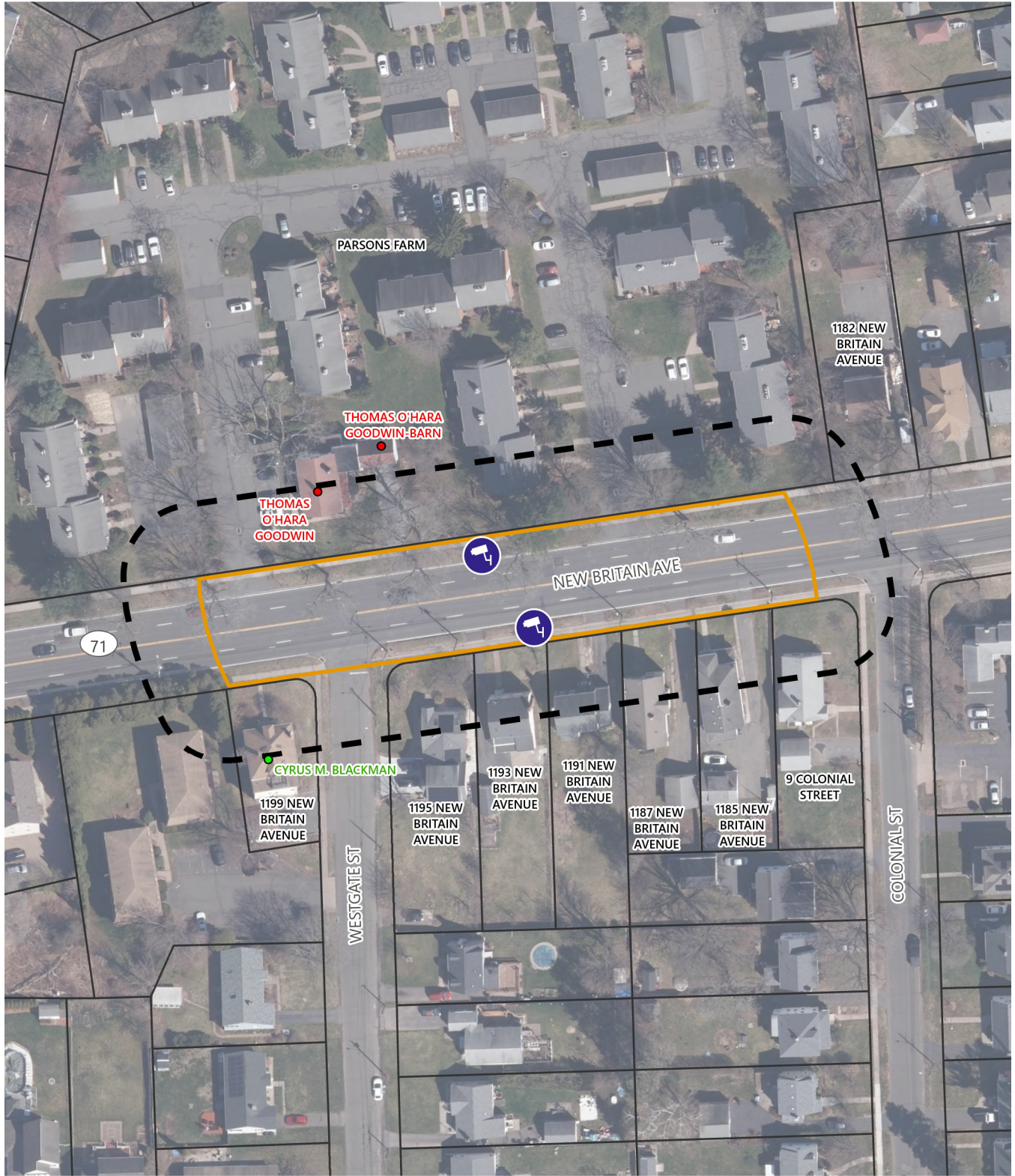
Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Limits of Disturbance (LoD)
	Parcel Boundary		Area of Potential Effects (APE)
	Town Boundary		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - New Britain Ave 2

Speed Camera Screening | West Hartford, Connecticut

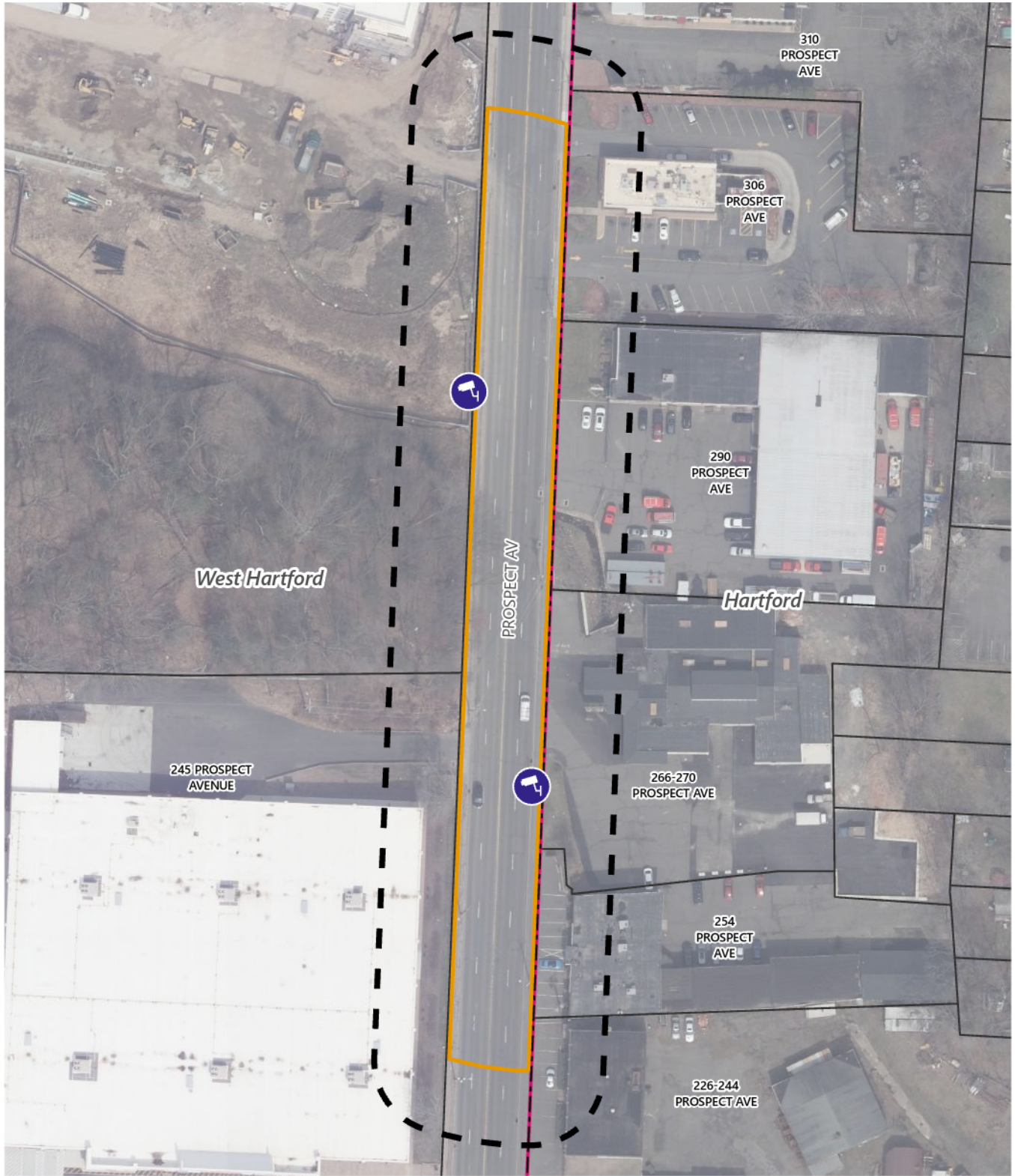


Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Local		Limits of Disturbance (LoD)	
	Parcel Boundary		Inventoried		Area of Potential Effects (APE)	
	Town Boundary					

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Prospect Ave
 Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Limits of Disturbance (LoD)
	Parcel Boundary		Area of Potential Effects (APE)
	Town Boundary		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - S Main St

Speed Camera Screening | West Hartford, Connecticut



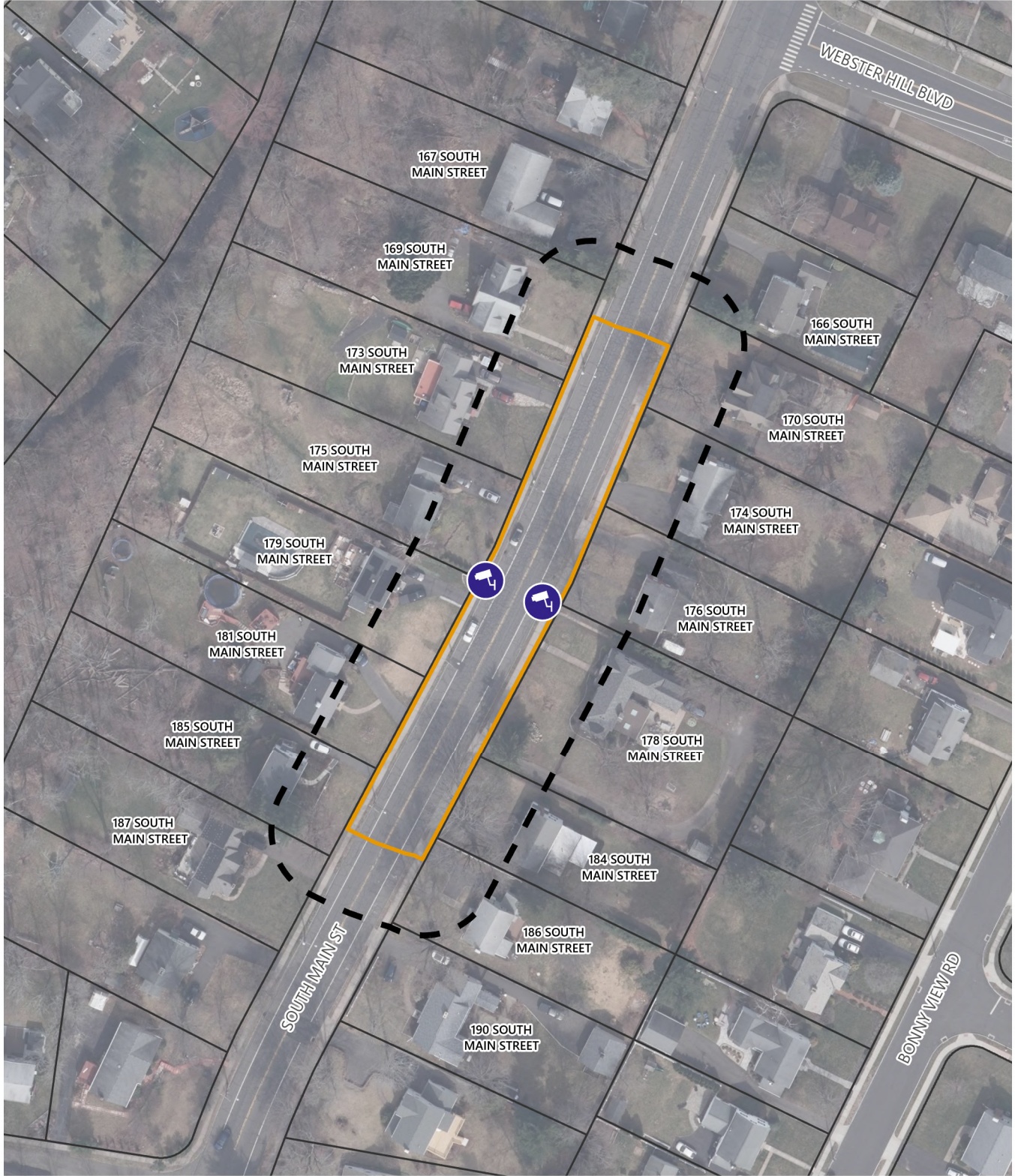
Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford ATESD\Screening Analysis\West Hartford Screening Analysis.aprx (zconner)

	Speed Camera Location		Limits of Disturbance (LoD)
	Parcel Boundary		Area of Potential Effects (APE)
	Town Boundary		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - S Main St 2

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

Speed Camera Location Limits of Disturbance (LoD)

Parcel Boundary Area of Potential Effects (APE)

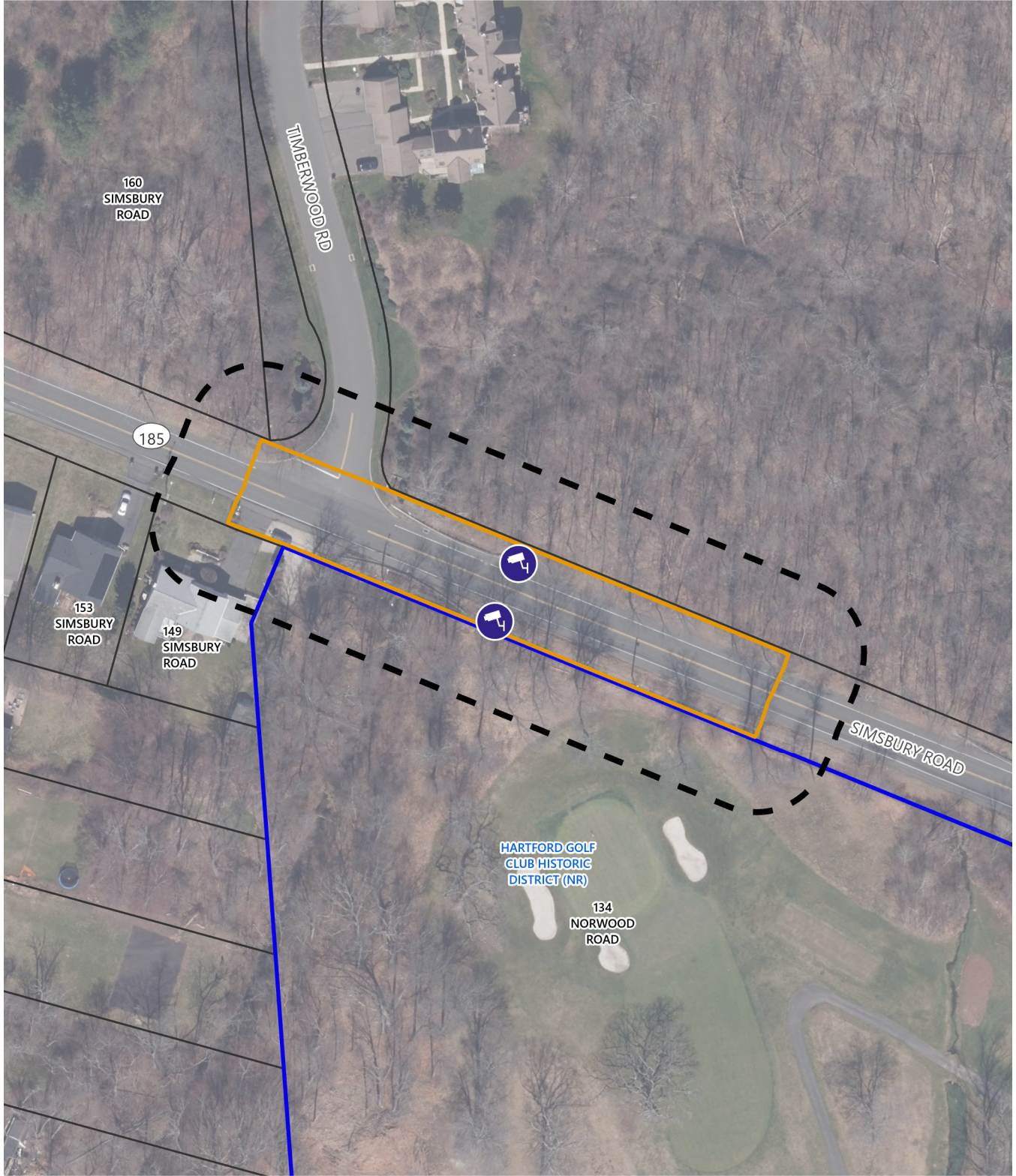
Town Boundary

0 50 100 Feet

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Simsbury Rd

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

Speed Camera Location National Register District Limits of Disturbance (LoD) 0 50 100 Feet

Parcel Boundary Area of Potential Effects (APE)

Town Boundary

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Trout Brook Dr

Speed Camera Screening | West Hartford, Connecticut



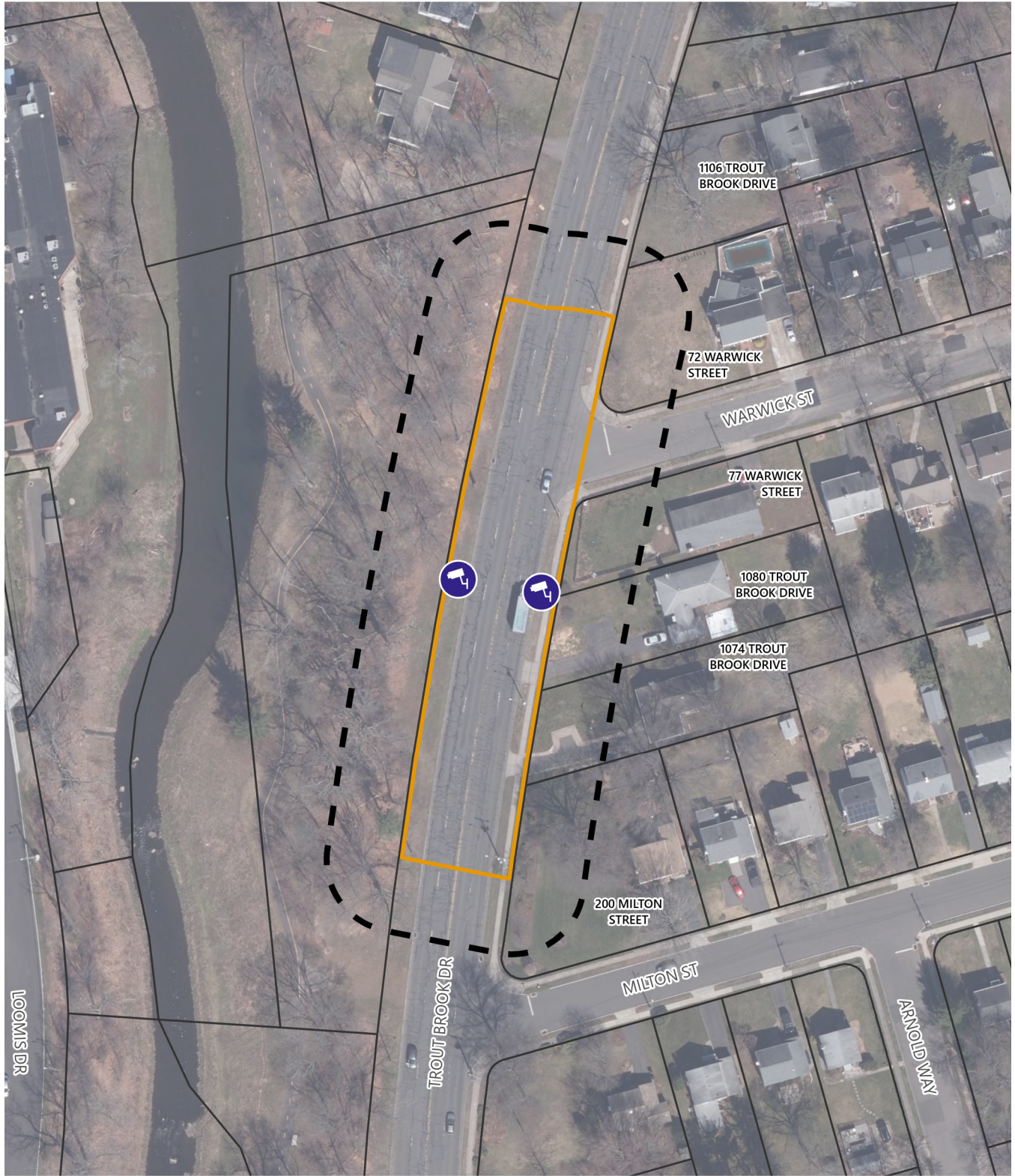
Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Limits of Disturbance (LoD)
	Parcel Boundary		Area of Potential Effects (APE)
	Town Boundary		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

APE Location Map - Trout Brook Dr 2

Speed Camera Screening | West Hartford, Connecticut



Path: \\vhb.com\gis\proj\Wetherfield\43652.00 West Hartford ATESD\Project\West Hartford Screening Analysis\West Hartford Screening Analysis.aprx (zconner,

	Speed Camera Location		Limits of Disturbance (LoD)
	Parcel Boundary		Area of Potential Effects (APE)
	Town Boundary		

Source: CTDOT, 2025; Town of West Hartford, 2025; VHB, 2025

Attachment D

Public Involvement Plan



Town of West Hartford

Automated Traffic Enforcement Safety Devices (ATESD) Plan & NEPA Documentation for Speed Safety Cameras

Public Involvement Plan

Prepared by VN Engineers

Introduction

This Public Involvement Plan (PIP) has been developed to ensure robust, transparent, and inclusive engagement throughout the planning and environmental process for the Town of West Hartford's Automated Traffic Enforcement Safety Device (ATESD) Plan. This initiative includes the installation and operation of speed safety cameras, requiring public engagement and documentation consistent with the National Environmental Policy Act (NEPA), Safe Street for All (SS4A) public involvement requirements, CT DOT Public Involvement Procedures (2020), and relevant state statutes.

VN Engineer's team has prepared the PIP and includes provisions for engaging Limited English Proficiency (LEP) populations.

This document outlines the strategies, tools, and schedules for engaging the public and stakeholders and may be updated throughout the project.

Public Engagement Strategies

To ensure inclusive participation, the following strategies will be employed:

1. **Public Information Meeting (PIM) – NEPA Focus)**

The VHB-VN Engineers team will conduct at least one Public Information Meeting consistent with NEPA requirements. This meeting will:

- a. Occur after identification of candidate locations and initial screening results.
- b. Include materials and staff proficient in Spanish to meet LEP requirements.
- c. Be advertised and recorded by West Hartford Community Interactive (WHCI), with the recording posted online.
- d. Be followed by a 2–3-week virtual comment period via email.
- e. Include three staff members (one of whom is Spanish proficient), presentation materials, sign-in sheets, handouts, display boards and meeting summary notes.
- f. This meeting will include one virtual dry run/walk through meeting with town staff a minimum of seven days prior to the scheduled event (separate from regular progress meetings).

2. Public Meeting

The team will conduct a Public Meeting separate from Council meetings to support Town Council adoption of the ATESD Plan. The meeting will:

- a. Be coordinated in partnership with Town staff for venue, scheduling, and postings.
- b. Include a PowerPoint presentation, sign-in sheets and meeting minutes compliant with CT State Law.
- c. Occur prior to submitting the plan to OSTA.
- d. This meeting will include one virtual dry run/walk through meeting with town staff a minimum of seven days prior to the scheduled event (separate from regular progress meetings).

3. CPED Town Council Meeting.

The team will participate in one virtual Community Planning & Economic Development (CPED) Committee Meeting, including:

- a. A summary PowerPoint presentation.
- b. One virtual dry run/walk through meeting with town staff a minimum of seven days prior to the scheduled event (separate from regular progress meetings).

4. Virtual Engagement

- a. Manage and respond to a dedicated project email (created by the Town, with Outlook access).
- b. Maintain logs and summaries of all communications for NEPA documentation.
- c. Provide web-optimized content for the Town's project webpage, including all public meeting materials and summary information.

5. Additional Strategies

- a. Stake Holder Working Group: Include town staff, law enforcement, educator and EJ representatives.
- b. School-Based Outreach: via PTAs, newsletters and flyers.
- c. Online Survey: Collecting feedback on camera locations and community sentiment.
- d. Pop-up Engagements: at libraries, markets and events.
- e. Translation & Accessibility: All materials will be ADA compliant and provided in Spanish where applicable.

NEPA and CTDOT Public Involvement Requirements:

The PIP is designed to comply with NEPA’s public engagement requirements¹ and CTDOT’s public involvement plan². Under NEPA, public involvement must include early and continuous engagement, meaningful opportunities for public comment, consideration of Limited English Proficiency (LEP) and Environmental Justice (EJ) populations, and documentation of all public input. This PIP address those requirements by conducting an early Public Information Meeting with a Q&A session; followed by a 2-3-week public comment period. LEP needs are met through the inclusion of Spanish-language materials and bilingual staff, while EJ outreach is conducted in coordination with local housing and community organizations.

CTDOT’s requirements will be met by ensuring all meeting notices include language assistance and ADA accommodation, offer to mail printed project materials to those with limited internet access, provide a dedicated project email for public comments, record all public meetings and post them online to the project website. CTDOT’s voluntary Title VI outreach survey will also be distributed via the project website and promoted during meetings. These components will ensure compliance with all standard regulations for public involvement.

Environmental Justice Community Engagement

CTDOT Title VI mapping indicates Spanish-speaking LEP population in West Hartford. As part of this PIP:

- Spanish language materials and staff will be available at all major engagement events.
- Outreach will include the West Hartford Housing Authority, CT Fair Housing Center and local equity-focused groups.
- ADA-accessible formats and alternative engagement methods will be offered.
- Persons with limited internet access or similar needs may request project information be mailed to them by contacting the Town of West Hartford.
- To monitor effectiveness of public outreach and ensure equity in engagement, a voluntary feedback survey will be posted on the project webpage and promoted during public meetings.

Public Engagement Schedule

Type: Vision Zero Advisory Committee Meeting

Timeframe: July 23, 2025

Format: Virtual/In-Person

¹ [National Environmental Policy Act \(NEPA\) Transportation Decision making | Environmental Review Toolkit | FHWA](#)

² [ctdot-virtual-public-involvement-occ.pdf](#)



Content: Give a presentation to the Vision Zero Advisory Committee Meeting on West Hartford's ATESD Plan. This will be considered a dry run for the public information meeting on the following week.

Type: Public Information Meeting

Timeframe: July 30, 2025

Format: In-person

Content: Meeting to present initial screening results and proposed candidate location for the development of the ATESD Plan. An introduction to the project and an overview of the project schedule and goals. This meeting will be open to the public and in person. There will be a Q&A session at the end, and the project email will be displayed for a 2-3-week public comment period following this meeting. The meeting will be recorded and posted on the project website.

Type: Public Meeting Virtual Walkthrough

Timeframe: July 23, 2025

Format: Virtual

Content: Meeting to walk through the presentation to be given at the public meeting to present updates to West Hartford's ATESD plan and to make any final changes prior to the meeting.

Type: Public Meeting

Timeframe: September 3, 2025

Format: In-person

Content: Give presentation to the public on updates to West Hartford's ATESD Plan and share the selected locations for the camera installation.

Type: 1st CPED Meeting Virtual Walkthrough

Timeframe: September 17, 2025

Format: Virtual

Content: Meeting to walk through the presentation to be given at the CPED Meeting and to make final changes prior to the meeting.

Type: 2nd CPED Meetings

Timeframe: October 15, 2025

Format: In-person

Content: Give a presentation to CPED on West Hartford's ATESD Plan.

Type: Town Council Committee Meeting/ Public Hearing

Timeframe: December 9, 2025

Format: In-person



Content: Give presentation to the Town Council Committee on West Hartford's ATESD Plan. Similar to CPED presentation.

Documentation and Follow-up

All communications, meetings, and public input will be documented and logged by the project team. A public engagement summary will be included in the final NEPA documentation and ATESD plan.

The team will use a wide variety of methods for advertising public meetings, sharing information with the public and distributing surveys, including:

- Email distribution
 - Via project distribution list and/or Town distribution lists (as applicable)
- Project Website
- Social media (as applicable)
- Other methods may include:
 - Flyers/pamphlets at local public buildings
 - Announcements at other meetings (such as Town Council Meetings)

A dedicated project email address will be used for collecting public feedback, ensuring accessibility and centralized communication. All comments received via this email will be documented for inclusion in NEPA records.

All public meeting presentation materials and recordings will be posted on the Town's project webpage within seven (7) days of the meeting date and will remain available for at least forty-five (45) days.

