



**STATE OF CONNECTICUT | OFFICE OF POLICY AND MANAGEMENT**  
**Comprehensive Planning and Intergovernmental Policy Division**  
 450 Capitol Avenue | MS# 54ORG | Hartford, CT 06106-1379  
**NOTICE OF GRANT AWARD**



The Office of Policy and Management, **Comprehensive Planning and Intergovernmental Policy Division**, hereby makes the following grant award  
 in accordance with Section 2(a)(1) of Public Act 16-4 (May Special Session) and in accordance with the grant solicitation and the attached grant application, if applicable.

|  |  |   |   |
|--|--|---|---|
| Grantee: <b>Town of Stratford</b>  |  | Town Code: <b>138 Stratford</b>   |   |
| Street address: <b>2725 Main Street</b>  |  | State Agency Code: <b>N/A</b>   |   |
| City: <b>Stratford</b>   |  | State: <b>CT</b>  | ZIP Code: <b>06615</b>  |
| Grant Program Name: <b>Other Program</b>   |  | <b>2017 Responsible Growth and Transit-Oriented Development (TOD) Grant Program</b> |   |
| <b>OPM Grant No.: TOD/RG-17-04</b>   |  | Project Title: <b>Complete Streets Technical Design</b>                             |   |
| Date of Award: <b>12/27/2017</b>   | Category (if applicable): ...                                    |   |   |
| Period of Award: (Choose one)<br>Start Date: <input checked="" type="checkbox"/> The date Notice of Grant Award is signed by <u>both</u> Grantor & Grantee (whichever is later).<br><input type="checkbox"/> On <b>Select Date</b> or after Notice of Grant Award is signed by both parties (whichever is later).<br><input type="checkbox"/> <b>Select Date</b> pursuant to <b>Enter Statutory Authority</b> (attach copy of authority w/ notice of grant award). |  |   | End Date: ...<br><b>25 months from the execution of grant award by both grantor and grantee</b> |
| Amount of Award  | Federal: <b>\$N/A</b>  | State: <b>\$450,000</b>   | Interest: <b>\$N/A</b>  |
| State Match: <b>\$N/A</b>  | Grantee Match: <b>\$0</b>  | Other: <b>\$N/A</b> Specify: <b>N/A</b>   |   |
| Total Budget: <b>\$450,000</b>   | Catalog of Federal Domestic Assistance (CFDA) Number: <b>N/A</b> |   |   |
| Federal Grant No.: <b>N/A</b>  |  | Grantee Fiscal Year: From: <b>July 1</b> To: <b>June 30</b>                         |   |

My signature below, for and on behalf of the above named grantee, indicates acceptance of the above referenced award and further certifies that: 1.) I have the authority to execute this agreement on behalf of the grantee; and 2.) The grantee will comply with all attached Grant Conditions.

BY: \_\_\_\_\_  
 Signature of Authorized Grantee Official \_\_\_\_\_  
 Date  
 The Honorable Laura R. Hoydick Mayor

FOR THE OFFICE OF POLICY AND MANAGEMENT:

BY: \_\_\_\_\_  
 Signature of OPM Secretary or OPM Deputy Secretary \_\_\_\_\_  
 Date  
 Benjamin Barnes, Secretary or Susan Weisselberg, Deputy Secretary

For OPM Business Use Only

| AMOUNT    | FUND  | DEPT       | SID   | PROG  | ACCT  | CHART 1 | CHART 2 | BR YR | PROJECT           |
|-----------|-------|------------|-------|-------|-------|---------|---------|-------|-------------------|
| \$450,000 | 17171 | OPM 20600  | 43550 | 13046 | 55050 | Enter   | Enter   | 2018  | OPM00000000 1111  |
| Enter     | Enter | OPM Select | Enter | Enter | Enter | Enter   | Enter   | Enter | OPM00000000 Enter |
| Enter     | Enter | OPM Select | Enter | Enter | Enter | Enter   | Enter   | Enter | OPM00000000 Enter |



STATE OF CONNECTICUT  
OFFICE OF POLICY AND MANAGEMENT  
Comprehensive Planning and Intergovernmental Policy Division (CPIP)  
450 Capitol Avenue, MS# 54 ORG  
Hartford, CT 06106-1379

**2017 Responsible Growth and Transit-Oriented Development (TOD) Grant Program**  
**SCOPE OF WORK SUMMARY**

**GRANTEE:** Town of Stratford

**PROJECT NAME:** Complete Streets Technical Design

**GRANT AWARD:** \$ 450,000 (\$200,000 for project administration, design costs, and \$250,000 set aside for environmental contingencies)

**GRANTEE MATCH:** \$ 0

**SOURCE OF FUNDING:** Transit-Oriented Development (TOD):  
Section 2(a)(1) of Public Act 16-4 (May Special Session),  
Acct. No. 17171-OPM20000-43550

**SCOPE OF WORK:**

\$200,000 shall be used to complete the technical design of complete streets improvements along a portion of Main Street from Barnum Avenue, south to Harvey Place (see Attached Map - Project Phase #1), as described in the Town's 2017 Complete Streets Plan. The goal of this project is to enhance access and safety for bicyclists and pedestrians.

A portion of the funding shall be used to procure professional services from the Connecticut Metropolitan Council of Governments (MetroCOG) to assist with project administration and management. MetroCOG will be responsible for drafting and advertising the Request for Qualifications for certified engineering firms. MetroCOG will be the primary contact for the selected engineering consultant and coordinate all work with the Town of Stratford. MetroCOG will certify all consultant invoices to be paid by the Town of Stratford. MetroCOG will coordinate and attend any public meetings, advisory committee meetings and also coordinate the design with staff from the Connecticut Department of Transportation, where necessary.

Final technical designs shall include:

- Reduce four lanes to three-lanes: northbound, southbound, and a two-way center turn lane.
- Add on-road, buffered bicycle lanes, expand east and west sidewalks to 10-foot wide multi-use paths, curb extensions with green infrastructure, and parking in Stratford Center.
- Upgrade to high viz intersection crossings and sidewalk ramps with warning texture. Add bicycle intersection markings.
- Add plaza space, site furnishings, and bike racks

\$250,000 of the total grant award shall be set-aside to cover costs associated with any environmental contamination discovered within the project boundary.

Upon completing the technical designs, the Town intends to utilize \$2,000,000 in Local Transportation Capital Improvement Program (LOTICIP) funding to implement these improvements.

**APPROVED BUDGET:**

| <b>Task</b>                 | <b>Budget Amount</b> |
|-----------------------------|----------------------|
| Project Administration      | \$25,000             |
| Design Costs                | \$175,000            |
| Environmental Contingencies | \$250,000            |
| <b>Project 1 Total</b>      | <b>\$450,000</b>     |

**SUGGESTED TIMELINE FOR COMPLETION:**

25 months

**Payment Terms & Reporting Requirements**

- Grantee shall be paid on a reimbursement basis for eligible expenses incurred between the contract start date and the contract expiration date. Any such reimbursement request(s) shall be prepared in a format prescribed by OPM, and shall be submitted to OPM no more than once per month.
- Grantee shall also submit to OPM quarterly written progress reports, beginning with the end of the first full fiscal quarter following execution of the grant award. Quarterly progress reports are due within twenty (20) days following the close of each fiscal quarter.
- Final reimbursement request(s) and a final written progress report shall be submitted to OPM no later than ninety (90) days after the contract expiration date.
- Reimbursement request forms shall be completed and signed by the authorized official who has signed the NOTICE OF GRANT AWARD.
- IMPORTANT NOTE: Section 16 of the General Grant Conditions prohibits the use of these funds to supplant the salaries or in-kind services of existing municipal employees.
- Requests to extend the grant end date, if necessary, shall be submitted in writing to OPM no later than 45 days before the grant end date.